### PLEASE NOTE these important numbers and web addresses

<table>
<thead>
<tr>
<th>OFFICE</th>
<th>PHONE</th>
<th>WEB ADDRESS</th>
</tr>
</thead>
<tbody>
<tr>
<td>Academic Advising Center</td>
<td>(413) 775-1339</td>
<td><a href="http://www.gcc.mass.edu/offices/aac/">www.gcc.mass.edu/offices/aac/</a></td>
</tr>
<tr>
<td>Admission</td>
<td>(413) 775-1801</td>
<td><a href="http://www.gcc.mass.edu/admission">www.gcc.mass.edu/admission</a></td>
</tr>
<tr>
<td>Disability Services</td>
<td>(413) 775-1812</td>
<td><a href="http://www.gcc.mass.edu/offices/ds/">www.gcc.mass.edu/offices/ds/</a></td>
</tr>
<tr>
<td>Enrollment Services (Registration)</td>
<td>(413) 775-1801</td>
<td><a href="http://www.gcc.mass.edu/register">www.gcc.mass.edu/register</a></td>
</tr>
<tr>
<td>Financial Aid</td>
<td>(413) 775-1109</td>
<td><a href="http://www.gcc.mass.edu/financial_aid">www.gcc.mass.edu/financial_aid</a></td>
</tr>
<tr>
<td>Transfer Office</td>
<td>(413) 775-1207</td>
<td><a href="http://www.gcc.mass.edu/offices/transfer">www.gcc.mass.edu/offices/transfer</a></td>
</tr>
</tbody>
</table>

Phone the college’s main number (413) 775-1000 or visit www.gcc.mass.edu for offices not listed above.
2010-2011 Academic Calendar

Please note: Dates listed on academic calendars relate to full semester classes only. Calendars for classes with a modified schedule, e.g., extended weeks, reduced weeks, etc., are available in the Registrar’s Office.

**FALL SEMESTER 2010**
- Aug 17, 24 - 31: Fall Enrollment Dates
- Aug 30: New Student Orientation
- Aug 31: Professional Half Day (MCCC)
- Aug 31: New Student Orientation
- Sep 1: Opening Day for faculty and staff
- Sep 2: Day and evening classes begin
- Sep 6: Labor Day - no day or evening classes
- Sep 9: Last day to add day and evening classes
- Sep 16: Last day to drop/withdraw from credit courses/partial tuition refund
- Sep 30: Incomplete (IN) grades converted to “F”
- Oct 5: Last day to drop/withdraw - No Record
- Oct 10: Columbus Day - no day classes/evening classes meet as scheduled
- Oct 20: Day classes follow a Monday schedule; Evening classes follow a Wednesday schedule
- Oct 27: Early Progress Reports due electronically by 200 p.m.

**JANUARY INTERSESSION 2011**
- Jan 6: Classes begin
- Jan 5: Last day to add classes
- Jan 6: Last day to drop/withdraw from credit courses/50% tuition refund
- Jan 10: Last day to drop/withdraw - No Record
- Jan 11: Early Progress Reports due electronically by 200 p.m.

**SPRING SEMESTER 2011**
- Jan 21, 24, 25: Enrollment Dates
- Jan 24: New Student Orientation
- Jan 24: Professional Half Day (MCCC)
- Jan 26: Day and evening classes begin
- Feb 1: Last day to add day and evening classes
- Feb 4: Applications for graduation due in Student Life Office
- Feb 8: Last day to drop/withdraw from credit courses/50% tuition refund
- Feb 21: Presidents Day - no day classes/evening classes meet as scheduled
- Feb 24: Incomplete (IN) grades converted to “F”
- Feb 28: Last day to drop/withdraw - No Record
- Mar 17: Evacuation Day
- Mar 18-21: Spring Break - no day or evening classes
- Mar 21: Early Progress Reports due electronically by 200 p.m.

**SUMMER SESSION I - 2011**
- May 23: Classes begin
- May 24: Professional Half Day (MCCC) - day and evening classes meet as scheduled
- May 27: Last day to add credit classes
- May 30: Last day to drop/withdraw from credit courses/50% tuition refund
- Jun 7: Memorial Day - no day or evening classes
- Jun 8: Last day to drop/withdraw - No Record - credit classes
- Jun 17: Bunker Hill Day (observed) - day and evening classes meet as scheduled
- Jun 20: Early Progress Reports due electronically by 200 p.m.
- Jun 27: Last day to drop/withdraw with a grade of “W”...
- Jul 4: Independence Day (observed) - no day or evening classes
- Jul 7: Last day of Tuesday/Thursday classes
- Jul 13: Last day of Monday/Wednesday classes
- Jul 18: Final grades due electronically by 10:00 a.m.

**SUMMER SESSION II - 2011**
- Jul 20: Last day to add credit classes
- Jul 20: Last day to drop/withdraw from credit courses/50% tuition refund
- Jul 29: Last day to drop/withdraw - No Record - credit classes
- Aug 4: Early Progress Reports due electronically by 200 p.m.
- Aug 16: Last day to drop/withdraw with a grade of “W”...
- Aug 31: Last day of class
- Sep 6: Final grades due electronically by 10:00 a.m.

**SPRING SEMESTER 2011**
- Apr 1: Advising Day - no day classes/evening classes meet as scheduled
- Apr 4: Fall registration for current students begins
- Apr 8: Last day to drop/withdraw with a grade of “W”...
- Apr 13: Day classes follow a Monday schedule; Evening classes follow a Wednesday schedule
- Apr 18: Patriots Day - no day classes/evening classes meet as scheduled
- Apr 28: Staff Development Day - no day or evening classes meet as scheduled
- May 1: Last day to drop/withdraw with a grade of “W”...
- May 15: Final Exams
- May 17: Final Exams
- May 24: Final grades due electronically by 10:00 a.m.
- May 24: Professional Half Day (MCCC)
- Jun 1: Commencement

**SUMMER SEMESTER 2011**
- Jun 20: Last day to add credit classes
- Jun 20: Last day to drop/withdraw from credit courses/50% tuition refund
- Jun 27: Last day to drop/withdraw - No Record - credit classes
- Jul 4: Independence Day (observed) - no day or evening classes
- Jul 7: Last day of Tuesday/Thursday classes
- Jul 13: Last day of Monday/Wednesday classes
- Jul 18: Final grades due electronically by 10:00 a.m.

**ADVISORS DATES**
- Aug 31: Last day of classes
- Sep 6: Final grades due electronically by 10:00 a.m.

Advising codes

An advising code appears in parentheses at the end of each course title. You should refer to this code in selecting appropriate courses to fulfill your particular program requirements, and to fulfill the requirements of the MassTransfer program (see pages 35-37), including the University of Massachusetts’ social and cultural diversity requirement (courses with a asterisk*). “Liberal Arts” comprises those areas of study listed under the humanities, the behavioral and social sciences, and mathematics and the natural sciences, as opposed to the study of professional or technical subjects. Our advising codes are as follows:

A: Career courses that may be used as liberal arts electives in programs of study leading to the Associate of Science degree (Liberal Arts and Business Administration Transfer), but are not liberal arts electives in any other program. These courses provide theoretical foundations for career fields, but, by the breadth of their course materials, they also serve to increase students’ knowledge of, and appreciation for, contemporary culture.

B: Behavioral science/social science courses (anthropology, economics, environmental studies, human services, peace and social justice, political science, psychology, sociology).

C: Liberal arts courses that may be used to fulfill core requirements for the Associate of Arts degree or as liberal arts electives in any other program. Such courses provide comprehensive, non-specialized study within the typical liberal arts disciplines the humanities, the behavioral and social sciences, and mathematics and the natural sciences.

D: Courses emphasizing the improvement of basic reading, writing, mathematical, and study skills. These courses may not be used to fulfill associate degree requirements. A final grade of D will not be awarded in these courses (A, A-, B+, B, B-, C+, C, C-, and F grades awarded).
WELCOME

On behalf of the faculty and staff, I want to welcome you to Greenfield Community College.

Whether your goal is to transfer to earn a baccalaureate degree, to graduate with your career opportunities enhanced, or to take courses for personal fulfillment, we are so very pleased that you chose GCC. Ultimately, our goal is to equip you with the knowledge and skills necessary to reach your highest potential.

GCC has a rich tradition of academic excellence. The faculty and staff of this college are committed to the development of each and every student who attends. We are proud of the learning environment that we create for all who access the college. As a relatively small college we have the opportunity to get to know all of our students. You are much more than a number at GCC. The learning process is a challenging one. Our faculty will ask you to stretch old muscles and develop new ones. It will take courage, patience, and persistence on your part, but this college also has a rich tradition of student success. We welcome you to GCC.

Sincerely,

[Signature]

Robert Pura, President
General Information
General Information

- Vision
- Mission
- Principles of Education
- Our History
- Accreditation
- Admission
- Tuition and Fees
- Financial Aid
- Grades and Academic Progress

- Individual Rights
- Standards of Behavior
- Services to Students
- Academic Support Programs
- Community Education and Workforce Development Programs
- GCC Alumni Association
General Information

VISION:
Strengthening Our Community
Lives change for the better every day at Greenfield Community College. Families grow stronger and so too our community. Our vision is to strengthen our community one student at a time. We understand our role and responsibilities, as a college in the global community, to create a better world for all.

MISSION:
Teaching and Learning Together
Our mission is to teach, in a small, supportive and intimate learning environment, the knowledge and skills necessary for our students to reach their highest potential. Our doors are open to all who seek to learn. In striving to fulfill this mission we also seek to learn the knowledge and skills necessary to reach our highest potential as a college. At GCC, we are passionate about teaching and learning together!

PRINCIPLES OF EDUCATION
“We are all about learning”—Bob Pura, President GCC
These principles articulate the implicit assumptions regarding teaching and learning held dear by members of Greenfield Community College and represent the ideals to which the GCC community aspires. They apply to all members of the GCC community—students, employees and trustees.

These principles intend to provide a foundation on which members of the community develop and teach courses, engage students, hire faculty and staff, design professional development activities and structure budgets. These principles should inform the daily, habitual life of all members of the College, having both immediate and lasting impact. As teaching and learning are at the heart of the College, these principles appropriately shall guide the College into the future.

The College maintains a learning environment that values the process of learning as much as the knowledge taught; an environment that encourages independent thinking and divergent activities; and an environment that elevates members of the community and inspires them to:
• Develop independent and interdependent, lifelong learning strategies
• Nurture their aspirations, confidence, curiosity, imagination, self-respect and responsibility to others
• Explore and adapt to new ideas in both work and leisure
• Understand social change and individual development and take responsibility for sustaining both
• Accept the constancy of change and cope with, adapt to and manage change effectively in all areas of one’s life
General Information

• Possess self-determination with a realistic assessment of one's aptitudes and inclinations

Members of the GCC community have the opportunity to acquire the knowledge, skills and attitudes that empower them to clarify values, express ideas, solve problems, and embrace learning as a life-long process.

Diversity and Community

The College creates and fosters an environment for work and learning in which one may achieve a level of comfort with one's individuality and culture, while accepting and respecting the individuality and cultures of others. The College encourages each member of its community to:

• Recognize how the foundation of one's ideals and values emanate from one's particular background and experience

• Participate in communities as both teacher and learner; connecting with others, sharing thoughts and creating knowledge while taking advantage of an open environment that values critical thinking and civil discourse

• Enhance one's understanding of various forms of discrimination and oppression while embracing the principles of access to promote equitable opportunity for all in the teaching and learning experience

• Explore, understand, and respect the tenacity and validity of diverse values and heritage

• Appreciate the interconnectedness of global events and issues and one's place in the web of life

• Develop an environment that encourages active learning and values the differing approaches of all community members

Literacy and Communication

The College promotes effective expression in many forms for making public meaning and personal significance. Symbolic interpretation and representation of ideas and emotions, using logical and aesthetic systems that cultivate various modes of self-expression, contribute to successful interpersonal and intrapersonal communication. The College policies and practices ensure that all its members continue to develop their capacities to:

• Enhance literacy in all areas—reading, listening, viewing, writing, speaking, creating, and movement

• Reason quantitatively, using numerical data to meet personal and vocational needs and to respond to a world increasingly dependent on the understanding of a broad range of quantitative concepts and processes

• Identify a need for information and know how and where to find it

• Use language to communicate effectively with other individuals and groups, including basic functional ability in a language other than one's own

• Function constructively in both a leadership and participatory role within groups
General Information

Knowledge and Thinking

The College expects members of the community to think critically and to conduct disciplined inquiry, using both their minds and hearts in order to understand the complexity and simplicity of ideas and actions; to prioritize and make decisions; to identify and solve problems; to evaluate and judge; in short, to think independently. The College encourages each member to:

• Access, organize, interpret, evaluate, synthesize and apply information
• Reflect on and assess information and knowledge from differing perspectives
• Develop knowledge of one’s feelings, values and biases and how they relate to one’s thinking and behavior
• Integrate knowledge from multiple disciplines to make thoughtful and informed decisions
• Base decisions on factual and affective evidence rather than on unexamined opinions
• Determine the nature of a problem, analyze the problem and implement an appropriate solution, applying scholarly theories and methods where appropriate
• Evaluate, integrate and adapt to technological change

Adopted by the Greenfield Community College Assembly, May 17, 2004

STATEMENT OF INCLUSION

As an inclusive community, Greenfield Community College engages in intentional and ongoing reflection of diversity as we seek to create a culture that values, encourages, and embraces a wide range of individual and group differences.

STATEMENT OF NON-DISCRIMINATION

It is the policy of Greenfield Community College to prohibit unlawful discrimination on the basis of race, ancestry, color, gender, religion, ethnic or national origin, age, personal disability, veteran status, social class, or sexual orientation. The College operates under an affirmative action plan and encourages under-represented individuals to apply, both in terms of employment and to all rights, privileges, programs, and activities generally accorded or made available to its students. This policy is in compliance with all applicable federal, state and local statutes, ordinances and regulations. All inquiries concerning the above should be directed to the College’s Affirmative Action Office.

Greenfield Community College
One College Drive
Greenfield, MA 01301-9739

Phone: (413) 775-1000 • Fax: (413) 775-1827 • Website: www.gcc.mass.edu
GCC THEN AND NOW: OUR HISTORY

Greenfield Community College, in the Pioneer Valley of western Massachusetts, was founded in 1962 by visionary community members who knew a community college would offer opportunities for growth to the people of Franklin County and southern Vermont and New Hampshire.

In GCC’s first year, just over 100 students attended classes in an old elementary school, a former factory and a remodeled warehouse in the center of Greenfield. The College moved to its main campus in the “The Meadows” area of Greenfield in 1974. Expanding further, GCC opened the Downtown Center in 1995 to house the Greenfield Community College Foundation, Alumni Affairs, Community Education, and the nursing and health occupation programs. As growth continued, the East building was added to the main campus in 1999. It provides state-of-the-art dance class facilities, the fitness center, laboratories, classrooms and offices.

With an annual fall enrollment of over 2,300 students, GCC is the smallest of the 15 community colleges in the Massachusetts higher education system and is known for its caring and supportive faculty and staff and strong community support. GCC is fully accredited by the New England Association of Schools and Colleges. GCC works closely with bachelor degree granting colleges of the Massachusetts public higher education system, including the University of Massachusetts, and with private colleges and universities, to offer diverse transfer opportunities to GCC students.

The College’s career programs prepare students to enter the work force or update their skills, while credit-free workshops and seminars are offered for personal enrichment. Day, evening and online classes are offered to accommodate a wide range of student schedules.

GCC IS FULLY ACCREDITED

Greenfield Community College is accredited by the Commission on Institutions of Higher Education (CIHE) of the New England Association of Schools and Colleges (NEASC), and its accreditation was most recently reaffirmed in March 2001. Greenfield Community College has demonstrated that it meets the CIHE’s eleven Standards for Accreditation and complies with its policies. GCC’s 2000 Institutional Self-Study is available with the President’s Welcome at the College’s website, www.gcc.mass.edu. GCC is a Title IV Federal Student Financial Aid eligible institution.

Greenfield Community College is also accredited or approved by specialized accrediting bodies. Specialized accreditation or approval encourages program improvement by applying specific accreditation requirements to measure characteristics of a program and by evaluating the overall quality of a program. GCC programs are accredited or approved by the following:

• **Associate’s Degree Program in Nursing** - accredited by the National League for Nursing Accreditation Commission; and approved by the Massachusetts Board of Registration in Nursing

• **Certificate Program in Outdoor Leadership** - accredited by the Association for Experiential Education
General Information

- **Certificate Program in Massage Therapy**—accredited by the Commission on Massage Therapy Accreditation (COMTA)
- **Certificate Program in Paramedic**—accredited by the Commonwealth of Massachusetts’ Office for Emergency Medical Services (OEMS)
- **Associate’s Degree Program in Criminal Justice**—Quinn Bill approved by the Massachusetts Department of Higher Education
- **Certificate Program in Practical Nursing**—approved by the Massachusetts Board of Registration for Nursing
- **Associate Degree Program in Early Childhood Education**—National Association for the Education of Young Children

**GENERAL POLICY ON ADMISSION**

Office of Admission
Greenfield Community College
One College Drive
Greenfield, MA 01301
(413) 775-1801

Greenfield Community College maintains a policy of open admission to all but a few of its degree and certificate programs. Students who have earned a high school diploma or its equivalent, earned a General Education Diploma (GED), scored satisfactorily on a federally-approved Ability-to-Benefit test, or completed an approved home-schooling plan may matriculate into a degree or certificate program. Matriculation means that GCC has admitted a student into a particular degree or certificate program. Students who have not reached their high school graduation dates should refer to the General Policy on Early Entrants below. Students who have completed an approved home school program should refer to the Home Schooling Policy below.

Certain programs (majors) of study may require students to earn a high school diploma, or its equivalent, or a GED either as a prerequisite for admission or as a requirement of graduation. State governing boards may require a high school diploma or its equivalent or a GED for certification or licensure. For more information about these programs, contact the Office of Admission.

Students who seek to register for a class, but not matriculate into a degree or certificate program, must demonstrate their readiness for coursework at GCC by scoring satisfactorily on standardized placement tests in reading, writing, and mathematics, or by having successfully completed an appropriate course in English Composition and/or mathematics at another college (a math course must have been within the last five years). The College reserves the right to limit or deny enrollment of any student in a course or program based on its case-by-case consideration of a variety of factors, including, but not limited to, the student’s maturity, life experience, placement test scores, prior education, course content, instructional methodology, and risks associated with a particular course or program.

Certain courses may not be suitable for all students. Specific courses or programs may require students and/or their parents or guardians to acknowledge this in writing, and may require additional approval by the appropriate faculty and/or Academic Dean.
General Information

Matriculation Process
1. Obtain an Application for Admission by visiting or calling the Office of Admission or by visiting a local high school guidance office.

2. Complete the Application for Admission and send it to the Office of Admission.

3. Include a non-refundable admission fee with the completed application. The application fee is $10 for permanent residents of Massachusetts and $35 for all other students. Make the check or money order payable to Greenfield Community College. Students may apply to up to three Massachusetts community colleges using a single application fee. Students who have paid an application fee to another Massachusetts community college should indicate the name of the college on the application fee card. Students for whom the application fee is a financial hardship should contact the Office of Admission.

4. Students who are high school seniors at the time of application should ask their high school to send an official transcript of their academic records upon graduation to the Office of Admission.

Readmission to the College
Students applying for readmission to a degree or certificate program, or who have completed an application for admission from a previous semester but did not attend, must complete a new Application for Admission and send it to the Office of Admission. No application fee is required.

General Policy on Early Entrants
Greenfield Community College defines early entrants as students who seek to enroll in credit-bearing courses at the college prior to their secondary schooling completion date. Early entrants must:

• Complete an application for Early Entrant. Submit with application fee and fee card.

• Meet with the Director of Admission to discuss the early entrant’s plans and GCC’s ability to meet the early entrant’s needs.

• Demonstrate their readiness for coursework at GCC by scoring satisfactorily on standardized placement tests in reading, writing, and mathematics.

• Provide written authorization from a school official, such as a principal or guidance counselor, recommending specific coursework at GCC, if affiliated with a school.

The Educational Transition Program (ETP)
The Educational Transition Program serves students seeking an alternative approach to completing high school and starting college. This program is designed for students who are 16 years of age or older, in their junior or senior year in high school, and are committed to getting their high school diploma while attending classes at the College. ETP students simultaneously earn high school and college credit and receive support services from program staff. Working with the student’s high school guidance counselor, GCC creates a program of study that takes advantage of the College’s course offerings while fulfilling the student’s high school graduation requirements. For more information, please contact the ETP Coordinator at (413) 775-1336.
General Information

Home Schooling Policy
All home schooled students, without a high school diploma or General Education Diploma (GED), may apply for admission to a degree or certificate program provided they have successfully completed an approved home school program in accordance with Massachusetts General Laws or the laws of their home state. If a home schooled student has not completed an approved home school program, the student will not be eligible to enroll in a degree or certificate program until the student has passed a federally-approved Ability-to-Benefit test. Home schooled students may self-certify their completion of an approved home school program.

Home schooled students must submit, with the Application for Admission, evidence that the home school program was approved by the student’s school district’s superintendent or school committee. If the student is under the age of compulsory attendance (16 years old in Massachusetts) and has completed a home school program, the student's school district’s superintendent or school committee must provide a letter stating the student is not considered truant and would not be required to attend further schooling or continue to be home schooled.

How to Apply for Admission to Health Occupation Programs
Health Occupation programs require an additional admission process. Upon acceptance to the College, students will be matriculated as a Liberal Arts/Health Science major with intent for their chosen health occupation program. Detailed information about the additional requirements for eligibility for their chosen program may be obtained from the college website or from the Office of Admission. Greenfield Community College has collaborative agreements with Berkshire Community College, Holyoke Community College and Mount Wachusett Community College for enrollment in selected health occupation programs that are not currently available at GCC. Participating students are subject to program requirements at the collaborating institutions. See pages 113-116 for program information. For further information, contact the Office of Admission.

Additional Admission Requirements
Immunization and Health Requirements
Greenfield Community College, in compliance with the College Immunization Law, Chapter 76 Section 15C of the Commonwealth of Massachusetts, has adopted the following immunization policy: All full-time students (enrolled in 12 or more credits), and all full-time and part-time students on visas, must provide the Health Services Office with documentation of immunity to specified communicable diseases within 30 days of starting classes. Failure to comply with these requirements will jeopardize continued enrollment, receipt of grade reports, transcripts, etc. Medical and religious exemptions are allowed. All full and part-time health occupation students must provide the Health Services Office with documentation of a physical exam and immunity to specified communicable diseases. Health occupation students will not be permitted to attend classes without a completed health record. For a list of current immunization requirements, or assistance in meeting immunization requirements, contact the Health Services Office, North Modular Building, (413) 775-1430.
General Information

Criminal Offender Record Information Checks

Students interested in participating in an academic program that involves working with children, the disabled, or the elderly, or includes a clinical affiliation with a private or public health care provider, will be required to undergo a Criminal Offender Record Information (CORI) check. Depending on the contents of a student's CORI report, participation in an academic program, or clinical affiliation related thereto, may be denied. CORI checks may be performed pursuant to Mass. General Laws, Chapter 6, Sections 167-178B, and consistent with guidelines of the Executive Office for Health and Human Services, and/or the Commonwealth’s Department of Public Health. For more information, please contact Laura Earl at (413) 775-1816.

Transferring from Other Schools and Colleges *

Students applying for admission to Greenfield Community College who have attended other post-secondary institutions must submit official transcripts from those institutions to the Office of Admission. Official transcripts are required if a student:

1. needs documentation of appropriate previous successful college course work for exemption from placement testing, or
2. intends to transfer credit toward a degree or certificate program at GCC, or
3. expects to enter one of GCC’s health occupation programs.

Transfer credit is generally given for those courses that are similar in content, level, and scope to courses offered at Greenfield Community College, and in which at least a C- grade has been earned. A student must earn a minimum of 15 semester hours at GCC to be eligible to receive the associate’s degree. Once transcripts have been received by GCC from another college, they are the property of GCC. Originals and copies cannot be given back to students.

Students are encouraged to review the courses that were and were not credited towards a particular degree requirement. An appeal of those decisions is possible by speaking with the transfer credit evaluator. Furthermore, if a student changes majors while at GCC, they should ask that their transcript be reviewed again as more transfer credits may be awarded towards the new degree.

* There are stricter standards for the Criminal Justice Programs. Please see pages 88-89.

Additional Certifications

Some programs, such as Associate Degree Nursing, Practical Nursing Certificate Program, Massage Therapy Certificate, Outdoor Leadership Certificate, and Paramedic Certificate, require certification in areas such as EMT, CPR and Wilderness First Responder. Please refer to the special application process materials for those individual requirements.
General Information

International Students

Greenfield Community College welcomes international students. The College does not have housing, but the Student Life Office can assist students seeking housing in the community. Financial assistance through Greenfield Community College is not available for students with visas under any federally-funded financial aid program. Therefore, international students must have ample financial resources to meet their college expenses. The full cost of tuition and fees are payable upon registration each semester.

Estimated Expenses for International Students per Academic Year*

<table>
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<tr>
<th>Category</th>
<th>Amount</th>
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<tbody>
<tr>
<td>Tuition and fees</td>
<td>$12,767</td>
</tr>
<tr>
<td>Room and board (food)</td>
<td>$9,406</td>
</tr>
<tr>
<td>Books and supplies</td>
<td>$1,556</td>
</tr>
<tr>
<td>Medical care and insurance</td>
<td>$823</td>
</tr>
<tr>
<td>Personal expenses</td>
<td>$2,613</td>
</tr>
<tr>
<td>Transportation (after arrival in U.S.)</td>
<td>$1,812</td>
</tr>
<tr>
<td>Total expenses</td>
<td>$33,487</td>
</tr>
</tbody>
</table>

* These costs reflect the tuition-and-fee schedule for the 2009-2010 school year, based on 15 credit hours per semester. All costs are subject to change and may vary for each student.

International students should submit their completed application to the Office of Admission at least six months prior to the time they plan to attend. Contact the admission staff as soon as possible to ensure that all necessary requirements have been met. Please refer to the International Student Information Packet on the Admission section of our website for specific admission requirements.

English for Speakers of Other Languages

Students who demonstrate proficiency in English through scores on placement assessments will not be required to take course work in English for Speakers of Other Languages (ESOL). Students with placement assessment scores that indicate need for further English language study will be enrolled in ESOL classes. Enrollment in some courses is limited to those with sufficient proficiency in English. GCC offers four levels of ESOL courses. Students interested in language support or ESOL tutoring may call (413) 775-1226 for more information.
How to Get Credit Applied to a Program of Study

Students declaring a program of study may qualify for transfer credits based on previous educational experiences, including courses completed at other accredited or recognized institutions of higher education. Students may transfer credit earned at other colleges and universities to GCC provided they earned a grade of C- or better. Grades will not transfer and are not used to calculate grade point average at GCC. Complete details about transfer policies may be obtained by contacting the transfer credit evaluator at (413) 775-1816.

Students may also receive college credit for:
• satisfactory performance on selected College Board Advanced Placement Examinations
• satisfactory performance on selected College Level Examination Program examinations
• demonstrated competence on GCC challenge examinations
• unique life and work experiences that lend themselves to evaluation*
• course work completed in the military through recognized educational programs*
• high school articulation agreement
  * Criminal justice programs do not award life experience credits or credit for military or police training. Please see pages 88-89.

Students enrolled in a certificate or degree program who wish to earn credit by examination should request an application form and contact information from the Office of Enrollment Services (N219). A fee of $40 per credit is charged. A receipt of payment and the application form should be left in the division office before the date of the exam. Study guides for some examinations may be on reserve in the library.

Courses that currently can be challenged for credit at GCC are:
• ACC 121, Principles of Financial Accounting I
• ACC 122, Principles of Financial Accounting II
• CIS 140, Microcomputer Software Tools I
• CIS 150, Programming Principles and Concepts
• FRE 101, Elementary French I
• FRE 102, Elementary French II
• MUS 107, Music Theory I
• MUS 147, Aural Skills I
• SPA 101, Elementary Spanish I
• SPA 102, Elementary Spanish II

Students cannot challenge a course for credit if they have failed the course at GCC.
General Information

Currency Requirements for Courses or Program

A number of courses and programs at GCC require students to satisfy a currency requirement for some required or prerequisite courses. This means students must have taken the course within a stated number of years prior to enrollment in the course or program for which its currency is required. A student who has taken such a course but who does not meet the currency requirement may qualify to take a currency examination. Biology, Chemistry, and Psychology courses for which a student may demonstrate currency at GCC are:

- BIO 194, Comprehensive Anatomy and Physiology I
- BIO 195, Human Anatomy and Physiology I
- BIO 196, Human Anatomy and Physiology II
- BIO 205, Microbiology
- CHE 105, Basic Principles of Chemistry
- PSY 217, Human Growth and Development
- IDS 110, Math/Nursing Role in Medication Administration

To qualify for a currency examination for BIO 194, BIO 195, BIO 196, BIO 205 or PSY 217, a student must submit a college transcript showing completion of an equivalent course with a grade of C or better. Students applying for a Health Occupation Program should check the specific grade requirement for that program.

To qualify for a currency examination for CHE 105, a student must submit either a college or high school transcript showing successful completion of an equivalent course with a grade of C or better.

To qualify for a currency examination for IDS 110, a student must submit a college transcript showing successful completion of either an LPN Program or a Pharmacology course and a Math for Meds or equivalent course.

General Education Development (GED) Tests

The GED Testing Center provides people who have not graduated from high school with the opportunity to earn a High School Equivalency Diploma. Massachusetts residents who are at least 16 years of age and not currently enrolled in high school may take the GED Tests. Free GED preparation classes are available at local adult education centers and GED Tests are offered in Greenfield and Orange. For more information, contact the GED Office, (413) 775-1147.
General Information

TUITION AND FEES

The Costs of Attendance

Costs vary depending upon individual circumstances, including the number of credits and type of courses taken, whether courses are credit courses or credit-free workshops, student residency status, and special fees. In accordance with applicable provisions of Chapter 15A of the General Laws, all educational programs, college sponsored activities, college tuition, fees, and related charges are subject to change upon approval by the Massachusetts Department of Higher Education or the Greenfield Community College Board of Trustees.

Tuition and Fees

Tuition cost is based on students’ official permanent residence. Residents of Massachusetts pay the lowest tuition. Students from other New England states who qualify for the Regional Student Program of the New England Board of Higher Education (NEBHE) currently pay 150 percent of the Massachusetts resident tuition listed in Figure 1.

Figure 1: Massachusetts Resident Tuition and Fee Charges for Credit Courses (subject to change):

<table>
<thead>
<tr>
<th>Charge</th>
<th>Basis</th>
<th>Rate Day</th>
<th>Rate Evening/Summer</th>
</tr>
</thead>
<tbody>
<tr>
<td>Tuition</td>
<td>Per Credit</td>
<td>$26*</td>
<td>$26</td>
</tr>
<tr>
<td>College Service Fee</td>
<td>Per Credit</td>
<td>$136.50</td>
<td>$136.50</td>
</tr>
<tr>
<td>Registration Fee</td>
<td>Per Person</td>
<td>$20</td>
<td>$20</td>
</tr>
<tr>
<td>Health Service Fee</td>
<td>Per Person</td>
<td>$11</td>
<td>$0</td>
</tr>
<tr>
<td>Student Activity Fee</td>
<td>Per Person</td>
<td>$30</td>
<td>$0</td>
</tr>
</tbody>
</table>

Other fees may apply.

* NEBHE day tuition is $39 per credit; this is a special rate for qualifying New England residents. Out-of-state day tuition is $281 per credit. The college offers no reduction in tuition and fees for auditing a course. Credit-free courses are priced individually.

The New England Regional Student Program

Through the New England Board of Higher Education (NEBHE), Massachusetts participates in the Regional Student Program (RSP), which enables students from one New England state to attend public colleges or universities in another New England state at tuition rates below those normally charged to out-of-state students. Eligible New England students who reside outside of Massachusetts currently pay 150 percent of the tuition charged Massachusetts residents. To qualify, a student must be a resident of one of the five other New England states, and be pursuing a degree or certificate program not offered at a two-year community college in their home state or offered at a Massachusetts community college closer to their home. For more information, contact the Office of Admission.
General Information

How Fees Are Used

**Registration Fee:** Helps defray some of the administrative costs of registration.

**College Service Fee:** Helps pay for a variety of academic services, equipment, supplies, and technology expenses.

**Campus Health Service Fee:** Helps pay for services provided to students through the College's Health Services Office.

**Student Activity Fee:** Supports student activities including concerts, guest speakers, music productions, clubs and special events.

**Other Fees:** Other fees are used to cover specific costs such as course or program-specific fees, late registration charges, or returned check fees.

Estimated Expenses

The cost of attending GCC varies depending on a student’s individual circumstances. In general, total expenses include tuition and fees, books and supplies, room and board, transportation, and personal expenses (such as clothing, laundry, and recreation).

<table>
<thead>
<tr>
<th></th>
<th>Living with Parents</th>
<th>Living Away from Home</th>
</tr>
</thead>
<tbody>
<tr>
<td>Books and Supplies</td>
<td>$1,165</td>
<td>$1,165</td>
</tr>
<tr>
<td>Room</td>
<td>$3,310</td>
<td>$7,440</td>
</tr>
<tr>
<td>Transportation</td>
<td>$1,450</td>
<td>$1,450</td>
</tr>
<tr>
<td>Personal</td>
<td>$2,055</td>
<td>$2,055</td>
</tr>
<tr>
<td>Tuition (12 credits, in-state)</td>
<td>$624</td>
<td>$624</td>
</tr>
<tr>
<td>Fees</td>
<td>$3,182</td>
<td>$3,182</td>
</tr>
<tr>
<td>Total Estimated Expenses</td>
<td>$11,786</td>
<td>$15,916</td>
</tr>
</tbody>
</table>

Housing and Transportation

GCC does not have dormitory facilities, however, the Student Life Office (413) 775-1200 provides an information booklet and a bulletin board for notices about housing. Ample, well-lit parking is available free of charge. The Greenfield/Montague Transportation Authority and the Franklin Regional Transit Authority provide regular bus service to campus from the greater Greenfield area.
General Information

Annual Department of Higher Education -
Affordability Disclosure Statement

Students who attend Greenfield Community College and other public higher education institutions in Massachusetts receive a substantial subsidy of their cost of education through a state appropriation. The state appropriation lowers the cost of tuition and fees to students. Many needy students also receive financial aid awards to further reduce their costs. The annual cost information below is an example of the net cost to a Massachusetts resident taking 30 credit hours per year at Greenfield Community College. Individual costs will vary depending on each student’s particular circumstances.

Full annual operating cost per student (estimate) $11,314
- State annual operating subsidy (estimate) - $6,317
= Annual tuition and mandatory fees $4,997
- Student annual financial aid (average) $2,515
Net Student Cost $2,482

In addition to the state subsidy and student financial aid, students may also be eligible for federal income tax credits (Hope or Lifetime Learning credit). Tax credits do not reduce the initial cost to attend college, but are a reimbursement of tuition paid. For information about tax credit eligibility, refer to Internal Revenue Service instructions or ask a tax advisor. Student annual financial aid includes all federal and state grants and tuition waivers that may be applied directly to the College’s tuition and fees. Tuition and mandatory fees reflect the cost of the courses; it does not include health insurance or other miscellaneous fees.

MassPIRG

The Massachusetts Student Public Interest Research Group (MassPIRG) is a statewide student-directed, student-funded, not-for-profit, nonpartisan organization doing work on issues including environmental, consumer, higher education, voter registration and hunger relief. MassPIRG chapters pool their resources and hire professionals to work with students. GCC students have voted to fund a MassPIRG chapter. For information on MassPIRG, refer to www.masspirgstudents.org. GCC students are assessed a $9 per semester voluntary contribution to MassPIRG. Students can waive this fee by completing paperwork in the Bursar's Office.

Insurance

Health Insurance: The Commonwealth of Massachusetts mandates health insurance coverage for students enrolled in a degree or certificate program who are taking nine (9) credits or more. The insurance charge can be waived by completing the waiver online at www.universityhealthplans.com, giving proof of comparable US insurance coverage under another plan. This waiver applies only to students who have been billed for health insurance in a specific semester. No coverage is available for students taking fewer than nine (9) credits. Student insurance brochures are available at the student Health Services Office and the Bursar's Office.

Liability Insurance: All health occupation students are required to carry college-approved professional liability insurance.
General Information

In-State or Out-of-State Resident?
In-state residents are a U.S. citizen or permanent resident, have established a residence in Massachusetts, and have maintained continuous residence in Massachusetts for at least the six months immediately prior to the date of enrollment.

Full-Time or Part-Time Student?
Full-time students are registered for at least 12 credits of course work per semester, in day, evening, or online classes, in which they will receive a letter grade. Those registered for fewer than 12 credits are part-time students. Full-time or part-time status may affect eligibility for such programs as health insurance, financial aid and veteran’s benefits.

Payment and Refund Policies

Paying a GCC Bill
Payment for tuition and fees is due three weeks before classes begin each semester, or upon registration after that date. The College recommends that payment by mail with a check, bank check, or money order payable to Greenfield Community College. GCC also accepts payment by MasterCard, Discover, and Visa online or by phone. Do not mail cash. Students may pay their bill in person at the Bursar’s Office in N220. A four-month installment plan is available. Contact the Bursar’s Office at (413) 775-1301 with questions about bills and payments.

Late Payments
Students whose bills are not paid by the due date may have their enrollment in class(es) canceled. In addition, any outstanding financial or property obligations to the College will result in a “hold” on a student’s account which will prevent them from receiving grade reports or official transcripts and also prevent future registrations. Student accounts may be turned over the Commonwealth’s Debt Intercept Program and the College’s collection agency. All collection costs are the responsibility of the account holder.

Tuition Waivers
Students who are eligible for a tuition waiver must present a completed tuition waiver form and proof of eligibility for the waiver at the time of registration. No refunds will be made for failure to submit the proper waiver form in a timely manner. Generally, fees cannot be waived, except for senior citizens and certain college employees. Special program fees are not waivable.

Refund Policies
Formal withdrawal is required - failure to attend class or notification to the Instructor is insufficient. Failing to follow the formal written withdrawal process will result in a failing grade for the course and the obligation to pay all charges. The student must complete and submit a Withdrawal Form to the Office of Enrollment Services (N219). The date of filing will determine whether the student is to receive a refund.

For information about withdrawal for health reasons, see pages 17-18.
Figure 2: Refunds for Credit Courses

A full refund is made if a credit course is cancelled. Official withdrawal before the term begins results in a refund of all tuition and fees, except for a $20 registration fee. Official withdrawal within the first ten (10) days of the fall and spring terms, the first three (3) days of intersession and the first five (5) days of the summer term results in the following refunds*:

<table>
<thead>
<tr>
<th>Charge</th>
<th>10 Days of Term*</th>
</tr>
</thead>
<tbody>
<tr>
<td>Tuition, day</td>
<td>75%</td>
</tr>
<tr>
<td>Tuition, evening</td>
<td>50%</td>
</tr>
<tr>
<td>Registration fee</td>
<td>no refund</td>
</tr>
<tr>
<td>College Service Fee</td>
<td>no refund</td>
</tr>
<tr>
<td>Health Service Fee</td>
<td>no refund</td>
</tr>
<tr>
<td>Student Activity Fee</td>
<td>no refund</td>
</tr>
</tbody>
</table>

* Refund rates will vary for classes that do not meet for the entire term.

NO REFUNDS ARE GIVEN AFTER THE END OF THE ABOVE NOTED REFUND PERIODS. Credit cards will not be credited. The Bursar’s Office sends refund checks via mail. Please allow four weeks for processing refunds.

Withdrawal and Refunds for Credit-Free Workshops

A full refund is made if a workshop is cancelled. Official withdrawal by one week prior to the scheduled first workshop session results in a refund minus a $10 administrative charge. No refunds are given for withdrawal after that time. Please allow four weeks for processing refunds.

Requesting an Exception to the College’s Refund Policy

Students may request an exception to the refund policy by sending a request in writing to the Dean of Administrative Services. Exceptions are made on a case-by-case basis. The request should contain enough information to allow an examination of all pertinent facts, and should include any applicable documentation that will strengthen the request.

Students should submit requests including supporting documentation by postal mail to:

Dean of Administrative Services
ATTN: Bursar
Greenfield Community College
One College Drive
Greenfield, Massachusetts 01301

Requests that do not include supporting documentation may be submitted via e-mail to: braim@gcc.mass.edu and cc: appeals@gcc.mass.edu.

Students requesting an exception to the refund policy based upon medical reasons must request a medical withdrawal by discussing their situation with the Coordinator of Health Services. A medical withdrawal requires the recommendation of the Coordinator of Health Services and the approval of the Registrar. When writing to the Dean of
General Information

Administrative Services requesting an exception to the refund policy, state that a separate communication for a medical withdrawal has been sent to the Coordinator of Health Services. Do not include medical documentation to the Dean.

Documentation for other (non-medical) reasons should be sent to the Bursar at appeals@gcc.mass.edu, along with an explanation of the reasons for the request for an exception to policy. Students should send a copy of their communication to the Dean at brain@gcc.mass.edu.

For information about withdrawing from the College, see page 32.

Financial Aid Refund Policy

Students withdrawing from the College may have their financial aid payments adjusted to reflect the actual percentage of time that they attended class or taken part in an educational activity. Financial aid students must contact the Financial Aid Office (N202B; 413/775-1109) concerning the prorating of financial aid.

FINANCIAL AID

(www.gcc.mass.edu/financial_aid)

Many Students Are Helped with Financial Aid

Many students attending Greenfield Community College receive financial aid from federal, state, institutional, and private or community resources. Receiving financial aid carries certain obligations for the College and for students. Students should be aware that:

A particular academic program and enrollment status may impact the financial aid award. For example, developmental courses, withdrawing from the college, or repeating courses may affect the status of a student’s aid.

Costs associated with attending the College may not be covered entirely by financial aid.

All financial aid programs are subject to changes in regulations and procedures.

How to Apply For Financial Aid

To be eligible for financial aid, a student must:

• be a US citizen or an eligible non-citizen;
• have a high school diploma, a High School Equivalency Diploma (GED), or have passed a federal Ability-to-Benefit test;
• be enrolled in an eligible degree or certificate program at Greenfield Community College;
• maintain satisfactory academic progress required under financial aid.

All students must complete the Free Application for Federal Student Aid (FAFSA) in order to be considered for any federal, state, or institutional aid. Greenfield Community College’s federal school code number is 002169. Students may also be asked to complete a Financial Aid Intent to Enroll form.
To be considered for all forms of financial aid, the priority application deadline is April 15, although students may apply for financial aid throughout the academic year. Please note the following points:

Verification of all income, including a copy of federal income tax forms for the calendar year prior to enrollment, will be required for those students selected by the Department of Education. Students must also submit verification of untaxed income such as Social Security or welfare benefits to the Financial Aid Office. For dependent students, GCC needs to verify parents’ or guardians’ income as well.

Students receiving a scholarship from an off-campus group or individual must provide the Financial Aid Office with official certification and complete terms of the award as early as possible.

An eligible noncitizen card may be requested if the student is an immigrant (I-94, I-151, I-181, I-181a or I-181b).

Expect that the complete application process may take approximately two months. Students who adhere to the following deadline will most likely be informed about their eligibility for financial aid before tuition bills are due:

**For the Fall Semester**—
- Submit FAFSA by April 15.
- Bring documents to the GCC Financial Aid Office by May 1.
- Applications and files completed after July 15 cannot be guaranteed notification of a financial aid award by the beginning of the Fall Semester.
- Files not completed within 30 days of the end of the semester will not be considered for aid.

**For the Spring Semester**—
- Submit FAFSA by November 7.
- Bring documents to the Financial Aid Office by November 15.
- Applications and files completed after December 5 cannot be guaranteed notification of a financial aid award by the beginning of the Spring Semester.
- Files not completed within 30 days of the end of the semester will not be considered for aid.

**Kinds of Financial Aid**

In an effort to enable all qualified students to attend GCC, the College offers assistance to students with demonstrated financial need and participates in all major federal and state financial aid programs. GCC’s Financial Aid Office can help students with a combination of three general types of financial assistance:

- Grants and scholarships from federal, state, and institutional sources, which students do not repay
- Loans backed by federal, state, or private sources, which students must repay, usually at long-term, low-interest rates
- Federal work-study, which provides part-time jobs during the summer or the school year, either on or off-campus.
General Information

The following descriptions provide a general picture of most financial aid available through the College, but do not include all eligibility requirements. Contact the Financial Aid Office at (413) 775-1109 with questions about specific grants.

**Federal Pell Grants**

The Pell Grant Program provides assistance to students with exceptional need. Pell Grant amounts awarded depend upon the program's funding for the year, the information provided by students and their family, and full-time or part-time status. Students must be enrolled for a minimum of 3 credit hours in an eligible program. Eligibility for this grant is evaluated each year until a first Bachelor's degree is earned.

**Federal Supplemental Educational Opportunity Grant**

The Federal Supplemental Educational Opportunity Grant is a federally-funded, campus-based program that provides grants for exceptionally needy students, based on the student's cost of education, the number of credits a student is enrolled in, and the funds available to the College.

**Federal Academic Competitiveness Grant**

The ACG is a Federal grant for Pell Grant recipients who are U.S. citizens, recent high school graduates, and first and second year students who have completed a rigorous high school program. First year students receive $750 and second year students $1300. Eligibility criteria are available at www.studentaid.ed.gov and information about Massachusetts Recognized Rigorous High School Programs can be obtained in the Financial Aid Office.

**Federal Work-Study Program**

The Federal Work-Study Program offers part-time on-campus and off-campus jobs to students with demonstrated financial need.

**The Federal Stafford Direct (Subsidized and Unsubsidized) Loans**

The Federal Stafford Loan Program enables students with financial need to obtain low-interest, deferred-payment loans directly from the Federal Government. Borrowers begin repayment six months after they graduate, fall below six credits, or withdraw from the College. Loans will not be processed until a student's financial aid file is complete. Entrance and exit interviews are required.

**The Parents PLUS Loan Program**

The Federal Parent Loan (PLUS) provides loans to parents to pay a student's educational expenses. Students must be dependent and enrolled at least half-time and parents must have no adverse credit history.

**Massachusetts Cash Grant Program**

The Massachusetts Cash Grant Program provides funding to students who demonstrate financial need and have resided in Massachusetts for one year prior to the beginning of the academic year.
Massachusetts Early Childhood Educators Scholarship Program
This Massachusetts scholarship provides grants to students matriculated in an eligible program, and who have been employed and continue employment in early childhood care. Awards are determined by the Massachusetts Office of Student Financial Assistance.

The Paraprofessional Teacher Preparation Grant
This Massachusetts grant provides financial assistance to a Massachusetts resident who has worked and continues to work as a paraprofessional in a public school in the Commonwealth of Massachusetts for a minimum of two years or is employed as a paraprofessional and is pursuing a course of study that will lead to certification as a teacher in bilingual education, special education, math, science or foreign language. Students may be full or part-time. Awards are determined by the Massachusetts Office of Student Financial Assistance.

Massachusetts Part-time Grant Program
The Massachusetts Part-time Grant Program provides additional grant assistance to students who are enrolled for six to eleven credits and who demonstrate financial need.

Massachusetts Tuition Waiver Program
This Massachusetts program waives tuition for residents of Massachusetts who have resided in the state for one year prior to the opening of the academic year and who demonstrate financial need.

Massachusetts Grant Program (for Full-time Study)
The Massachusetts Grant Program provides assistance to students who are studying on a full-time basis (12+ credits each semester), who have been legal residents of the state for one year, have completed the FAFSA by May 1, and who demonstrate financial need.

The John and Abigail Adams Scholarship
The Adams Scholarship is based on a student's performance on the grade 10 English language arts and Mathematics assessments of MCAS. It provides a tuition waiver for eight traditional semesters. Students must first apply for financial aid. Students who receive the Adams Scholarship must maintain a 3.0 grade point average.

Vermont Student Assistance
The Vermont Student Assistance Grant Program provides grants to students who are legal residents of Vermont and who demonstrate financial need. Students must apply directly to the Vermont Student Assistance Corporation for consideration.

Institutional Grants
The Greenfield Community College Foundation provides two scholarships: The Greenfield Community College Golf Scholarship (GCCS) and the Deerfield Plastics Scholarship (GDPS). The Foundation conducts a golf tournament in the spring as the primary fund-raiser for the GCCS. The Deerfield Plastics Scholarship has been
General Information

generously funded by the Barker family as a way to thank the community where they conduct their business. GCC also awards GCC Institutional Scholarships (GCIS). All of these are contingent upon funding.

**GCC Foundation Scholarships**

Scholarships and awards are given to students at the annual Foundation Scholarship Awards Ceremony to honor students for their academic achievements, their leadership, and their community involvement. Applications are available for some awards, while other recipients are selected by faculty and staff. After January 1, a complete list of scholarships and awards is available online (www.gcc.mass.edu/financial_aid) or in the Financial Aid Office.

**Community Access Scholarship**

The GCC Community Access Scholarship aims to increase access to the College for students who have heard they cannot succeed in college. Funded generously by anonymous donors, the Community Access Scholarship is aimed at increasing access to GCC for community members who are at risk of dropping out of high school, those who have dropped out, and those who are pursuing a GED with no plans of continuing their education at GCC.

**Veterans Benefits**

Veterans of the United States armed services, or dependents of a deceased or disabled veteran, may be eligible for Federal veterans’ educational assistance benefits. Contact the Veterans Administration at www.va.gov/education or at 888-442-4551 to determine eligibility. For general information, contact GCC's Certifying Official in the Financial Aid Office, at (413) 775-1102 or (413) 775-1109.

In addition, the Commonwealth of Massachusetts provides tuition exemptions at public colleges and universities to veterans who have been residents for one year prior to the beginning of the academic year. Members of the Massachusetts National Guard may also be eligible for tuition assistance. Those seeking to use a tuition waiver for any of these classifications must submit a completed Tuition Waiver form and provide documented proof of your status, such as a DD214, NOBE, or TAGMA Certificate. (See Tuition Waivers, page 16, for further details.)

**Financial Aid Policies**

**Packaging Policy for Financial Aid**

Financial aid is awarded to students who qualify based on financial need, as determined by the completed FAFSA. Applicants’ financial need is determined by subtracting students’ estimated family contributions from their estimated student expenses.

**Repeated Class Policy for Financial Aid**

Students who have received credit for a class and wish to repeat that class are generally not eligible for financial aid to cover the charges for that class. Students will be eligible to receive financial aid for a course that is replacing a grade of “F.” A detailed Repeated Class Policy is available in the Financial Aid Office after the start of the school year.
Financial Aid and Standards of Satisfactory Academic Progress

All students will be academically eligible for financial aid during their first semester of attendance at Greenfield Community College, regardless of their previous academic experience. After their first semester of attendance, students must maintain satisfactory academic progress to remain eligible for financial aid in subsequent semesters. To maintain satisfactory academic progress, students must not be dismissed from, suspended from, or placed on academic probation by the College, according to the current academic standing policy published in the College Catalog, Student Handbook, and elsewhere.

Entrance and Exit Loan Interviews

Student loan borrowers are required to complete entrance and exit interviews in order to receive a loan. Students are notified about how to satisfy these requirements which are usually accomplished online. Funds will not be disbursed until these requirements have been fulfilled. The College recommends that students borrow only the minimum needed for educational costs to reduce their future loan burden.

Financial Aid for Summer Sessions

There is very little financial aid available for the Summer I session. Aid for the Summer II session will be based upon the requirements for the following financial aid year. Students are encouraged to complete Summer Financial Aid Applications in April as they register for summer classes. The Financial Aid Office will determine the amount of aid available to students before classes begin. Pell Grant eligibility will be based on whether students have used their entire award for the academic year. Satisfactory academic progress requirements are identical to semester requirements.

Financial Aid from Private Sources

Students who receive financial aid awards from off-campus groups or individuals must provide GCC’s Financial Aid Office with official certification and complete terms of the award.
General Information

MANAGING GRADES AND ACADEMIC PROGRESS

Students admitted to GCC are normally expected to undertake an organized program of courses leading toward a certificate or an associate degree. Some students take credit or credit-free courses during the day, evenings, or online to enhance occupational skills or enrich their lives without pursuing a degree or certificate. Juniors and seniors in high school may be eligible to take credit courses that will help fulfill high school graduation requirements while earning credit toward a college degree. To do so, high school students need the written approval of their principal.

Academic Advising

Students are encouraged to develop and maintain close relationships with their academic advisor. Advisors provide helpful guidance in selecting courses, exploring career options, and transferring to another institution. Obtaining good advice early can help students avoid problems later. Those enrolled in a degree or certificate program and taking courses during the day have faculty or professional staff members as academic advisor. Those enrolled in a degree or certificate program and taking courses only in the evening are advised by an evening academic advisor. Students can find out who their advisor is, where their advisor’s office is located, and their advisor’s telephone number by visiting either the Academic Advising Center (N209-N214) or the Office of Enrollment Services (N219). Advisors generally post office hours and other contact information on their office doors.

Placement Assessment

Most students are required to complete reading, writing, and mathematics assessments before registering for their first credit course. This assessment helps to ensure academic success by placing students in appropriate courses. Students may be exempt from skills assessment if:

- they have completed the assessment process at GCC within the last year;
- they have successfully completed an appropriate course in English composition and/or mathematics at another college (a math course must have been within the last five years);
- they are taking courses on an audit basis and not for credit.

Those for whom their first language is not English, should call (413) 775-1226 or 775-1840 for assistance with skills assessments. Students who believe their assessment scores do not reflect their level of skill should contact the Testing Center at (413) 775-1147 to discuss their options and to arrange for a retest.

Developmental Courses

Courses with the advising code “D” (this is an administrative code, not a grade of D) are for improving basic reading, writing, mathematical, and study skills and may not be used to fulfill associate degree requirements. Grades earned for these courses will not be used in calculating grade point average.
General Information

Changing Majors or Advisors

One of the objectives of a college education is to explore and experiment with a variety of academic interests and career options. As interests and goals evolve, students may want to change their major program of study or academic advisor or both. To change majors, advisors, or both, contact the Academic Advising Center (N209-N214).

Course Load Maximum

Students may not carry a course load of more than 18 credits without approval of their advisor and the advisor’s associate dean. To be eligible, students must be in good academic standing.

Adding a Course

Students may add a course through the first week of classes with the approval of their advisor. Students may add courses after this time only with the approval of their advisor, the instructor and the appropriate associate dean. Drop/add forms must be submitted to and processed by the Office of Enrollment Services (N219) before the change becomes official.

Dropping a Course

Students may drop a course through the first two-thirds of the class. Courses dropped during the first third of the class will not appear on a student’s transcript. Courses dropped during the second third of the class will appear with a grade of “W” on the transcript.

Official drops will not be processed during the last third of the class. Students who stop attending class will receive a grade as assigned by the instructor. Drops/withdrawals cannot be processed for a classes that have already ended. To drop a course, students should consult their advisor; complete a drop/add form and submit it to the Office of Enrollment Services (N219) for processing. Otherwise, the change will not become official. Simply telling the instructor is not enough. If the change does not become official, students may jeopardize their eligibility for tuition refunds, financial aid, and continued enrollment. Students with extraordinary circumstances requiring dropping a course during the final third of a semester should discuss the possibility of making an exception with the Dean of Student and Academic Affairs.

Repeating a Course

Students may repeat any course, but may not earn credit twice for the same course. When a course is repeated the latest grade replaces the previous grade in the calculation of grade point average. Students will not receive financial aid for any repeated course unless they are replacing a grade of F. Some exceptions and choices apply when repeating English Composition I or II. Students should discuss options with their advisor or instructor.
General Information

Class Attendance
Regular class attendance is expected. Absences may jeopardize academic status and lower grades. Individual instructors and program coordinators have the authority to establish attendance standards appropriate for their courses, and they will inform students in writing of those standards at the beginning of the course.

Religious Absences
Religious beliefs may occasionally cause students to miss class or other college activities. Under Massachusetts state law, students are excused from class on a particular day when it conflicts with their religious beliefs. Instructors professor must provide students with the opportunity to make up a missed examination or class work, provided that such makeup examinations or work do not create an unreasonable burden on the College.

Academic Honesty
The faculty and staff at Greenfield Community College expect academic honesty. The College upholds the definition of plagiarism published by the Modern Language Association: “Using another person’s ideas, information, or expressions without acknowledging that person’s work constitutes intellectual theft... Students exposed as plagiarists suffer severe penalties, ranging from failure in the assignment or in the course to expulsion from school.” (MLA Handbook for Writers of Research Papers, 6th edition. Ed. Joseph Gibaldi [New York: MLA, 2003] 66-67). Students should consult with individual instructors for how to acknowledge sources properly and for the consequences of plagiarism. Students may also want to refer to “Academic Honesty/Academic Offences” in the GCC Student Handbook.
Grading

Course grades are reported in letter symbols which include credit/no credit (CR/NC). Grade reports are mailed at the end of each semester: in the middle of each semester preliminary reports of academic deficiency are mailed for each course in which a student is earning grades of "D", "F", or "O". In GCC’s grading system, plus (+) and minus (-) symbols may be used only for grades of "B" and "C", while a minus symbol may be used for the grade of "A". Listed below are GCC’s grading symbols.

A—Excellent  B—Good  C—Satisfactory  D—Poor  F—Failing

IN  Incomplete: indicates work of acceptable quality where the student has failed to complete course requirements and the instructor wishes to allow time for the completion of the work. The "IN" must be removed within four weeks of the beginning of the next semester or it is replaced by an "F" or "NC" (for courses graded CR/NC).

W  Withdrawn: indicates an official withdrawal from a course or the College. Withdrawal from the College requires submission of a completed withdrawal form to the Registrar’s Office.

AW  Administratively Withdrawn: indicates administratively withdrawal for failure to fulfill financial, medical (immunization records), or property obligations to the College. Once administratively withdrawn a student may not be reinstated during that semester.

AU  An audit carries no credit and has no grade point equivalent. AU grades cannot be used to satisfy graduation requirements.

CR  Credit

NC  No Credit (credit/no credit option): Full-time students may elect to take one course each semester on a CR/NC basis, in addition to courses normally graded CR/NC, provided that at least nine credits of coursework are taken on a graded (A, B, C, D, F) basis. Students must perform work of "C" quality or better to earn credit (CR). This option must be selected at the time of registration. Courses taken on a CR/NC basis often are not transferable to other institutions.

NG  No Grade Submitted is assigned temporarily by the Registrar to indicate that no grade was received from the instructor.

O  Insufficient Basis for Evaluation: Indicates a student has discontinued attendance without formally withdrawing from the class or the College prior to the final withdrawal date. The "O" grade will be treated as an "F" in the calculation of the grade point average. The "O" grade is considered an indication of unsatisfactory academic progress for financial aid purposes.

Auditing a Course

Students may audit a course, i.e., participate in the class without earning a grade, credit hours, or academic credit. The student is encouraged by the instructor to participate fully in the learning process. Students must state their intention to audit at the time of registration and are required to pay all tuition and fees associated with the class. Financial
General Information

aid does not cover the cost of audited classes. Changes to or from an audit status are treated as adding a class and must be processed prior to the end of the published add period.

Grade Point Average

At the end of each semester or after any grade change, semester and cumulative grade point averages are calculated. These averages provide a general indication of academic performance, the first based on one semester and the latter on all of the courses taken by a student.

To calculate a grade point average (GPA), all letter grades are converted numbers, called grade points, as follows:

\[
\begin{align*}
A &= 4.00 \\
A- &= 3.65 \\
B+ &= 3.35 \\
B &= 3.00 \\
B- &= 2.65 \\
C+ &= 2.35 \\
C &= 2.00 \\
C- &= 1.65 \\
D &= 1.00 \\
O &= 0.00 \\
\end{align*}
\]

Once the letter grades have been converted to grade points, grade points are multiplied by the number of credits for each course, resulting in what are called quality points. All of the quality points are totaled and the sum is divided by the total number of credits, resulting in the grade point average. In calculating a grade point average, only the grades listed above with their corresponding grade points are considered. No other grades affect the grade point average in any way.

Dean's List

The Dean's List recognizes matriculated students with superior academic achievement for a given term. To be included on the Dean's List, students must have:

- earned at least 12 credits at GCC;
- earned at least 6 college-level graded credits in the semester or during summer terms I and II combined;
- no incomplete grades;
- no grade less than a "C" in the term;
- achieved a term GPA of at least 3.50 at the term's end; and
- achieved a cumulative GPA of at least 2.00 at the end of the term.

Phi Theta Kappa International Honor Society

Each candidate for membership must have completed 12 semester hours of associate degree work, with a GPA of 3.5 or better. A GPA of 3.25 or better must be maintained to continue membership. Candidates with a 3.5 GPA or better, that adhere to the school conduct code and possess recognized qualities of citizenship will be invited to join Alpha Sigma Omicron chapter of Phi Theta Kappa, the international honor society for two-year colleges.
General Information

Academic Standing

GCC focuses considerable attention on ensuring students’ academic success. The academic standing policy provides the criteria by which the College evaluates academic progress. The College recognizes that various obstacles may interfere with making satisfactory academic progress and the academic standing policy also provides a warning system to alert and respond to students who experience academic difficulty. The categories of academic standing follow:

<table>
<thead>
<tr>
<th>Status</th>
<th>Criteria</th>
<th>Actions</th>
</tr>
</thead>
<tbody>
<tr>
<td>Good Standing</td>
<td>Both a cumulative GPA and a term GPA of 2.00 or above.</td>
<td>No action required.</td>
</tr>
<tr>
<td>Academic Review</td>
<td>Either a cumulative GPA or a term GPA under 2.00 at the end of the term, or both under 2.00 and not previously on Academic Review.</td>
<td>Placed on Academic Review. Reduction in academic load and/or co-curricular activities expected.</td>
</tr>
<tr>
<td>Academic Probation</td>
<td>Both a cumulative GPA and a term GPA for current term under 2.00 and previously on Academic Review for one term.</td>
<td>Placed on Academic Probation. NOT ELIGIBLE FOR FINANCIAL AID. Other actions same as for Academic Review.</td>
</tr>
<tr>
<td>Academic Suspension</td>
<td>Both a cumulative GPA and a term GPA under 2.00 and a cumulative GPA lower than the previous term.</td>
<td>Precluded from enrollment for one full fall or spring term, (if previously on Academic Probation), Otherwise, placed on Academic Probation.</td>
</tr>
<tr>
<td>Academic Dismissal</td>
<td>Both a cumulative GPA and a term GPA under 2.00 and a cumulative GPA lower than the previous term, and previously on Academic Suspension.</td>
<td>Precluded from future enrollment.</td>
</tr>
</tbody>
</table>

GCC recognizes that unusual circumstances may affect any of the academic standing actions described above. Students may request a review of their individual circumstances to determine if they warrant additional action by contacting the Dean of Student and Academic Affairs.
General Information

Withdrawal from the College

Students may withdraw from the College any time during the first two-thirds of the term provided they are not enrolled in a class that has already ended. No record will appear on the transcript for withdrawals during the first third of the term. Students withdrawing during the second third of the semester will receive grades of “W” for all courses in which they were enrolled. Official withdrawal are not processed during the last third of the semester; and students who stop attending class will receive the grade assigned by the instructor. Students cannot withdraw from a class that ended prior to the submission of a withdrawal request.

Students considering withdrawing from GCC should consult with their academic advisor and instructors first. To withdraw officially, students must meet with an academic advisor in the Academic Advising Center (N209-N214). As with dropping a course, simply stopping attending class or telling instructors of plans to withdraw do not lead to official withdrawal and may jeopardize eligibility for tuition refunds, financial aid, and future enrollment at GCC.

If extraordinary circumstances force a student to consider withdrawal during the last third of the semester, they may discuss the possibility of making an exception to the policy with the Dean of Student and Academic Affairs.

Medical Withdrawal

Students needing to withdraw from the College for health reasons may request a medical withdrawal by discussing their situation with the Coordinator of Health Services. A medical withdrawal requires the recommendation of the Coordinator of Health Services and the approval of the Registrar. A note from a doctor, therapist, psychologist, etc. on letterhead stationery must accompany medical withdrawal requests. Please call Health Services for further guidance on medical withdrawals, at (413) 775-1432. If a medical withdrawal is approved, the Coordinator of Health Services will notify the Registrar. That documentation, along with the original request, will become part of the student’s record.

Administrative Withdrawal

Administrative withdrawal is the result of action taken by the College when a student fails to fulfill financial, medical (immunization records), or property obligations to the College during the semester. Students who have been administratively withdrawn may not be reinstated until the next semester.

New Start Policy

Students who have not attended GCC for more than two academic years and who were on probation, suspension, or dismissal at the time they discontinued attendance may be re-admitted to the College on academic review for the first semester of their return. Normal academic progress standards will apply thereafter. Such readmission will be at the discretion of the Director of Admission.
General Information

Fresh Start Option

Greenfield Community College has a “fresh start” option for students. Once in a lifetime, if a student returns to GCC after being away for at least two consecutive years, they can elect the “fresh start” option. For the purposes of the College’s academic standing policy, their grade point average (GPA) will be calculated only from the point they are re-admitted. Previous coursework may be applied toward a degree under this policy, but it will not be calculated in the student’s GPA. The official transcript will include a statement noting this “fresh start” option. In the event of multiple two-year absences, students have the option of choosing the effective readmission date of the policy. Students must elect this option in person in the Office of Enrollment Services (N219).

Graduation Requirements

Only matriculated students are eligible for graduation. To be considered for graduation, students must complete and submit an application for graduation to the Student Life Office. Commencement is held for all graduating students on the first Sunday of June. GCC awards degrees three times a year; following the summer, fall and spring semesters. Additional information and applications for intended date of graduation are available in the Office of Enrollment Services (N219).

In order to earn an associate’s degree, students must complete the course requirements of the curriculum, achieve a cumulative grade point average of at least 2.00 for all courses taken at GCC (excluding courses with an advising code of “D”) and be in good standing with the College. All associate’s degree programs require at least 60 credits of coursework. Students must complete at least 15 credits of coursework at GCC to receive a degree or certificate.

Students wishing to earn an additional associate’s degree must:

a. meet all specific requirements of each degree program;

b. complete at least 15 credits of coursework beyond the previous degree awarded; and

c. of those 15 additional credits, at least 12 must be completed at GCC.

Normally, students must fulfill the requirements stipulated in the catalog at the time of enrollment and selection of a major program of study. If the requirements change after enrollment, students may elect to fulfill either the new requirements or the requirements that were in effect when they enrolled as a matriculated student.

Graduation with Honors

To graduate “with honors” students must earn a cumulative grade point average of at least 3.50 based on at least 30 credits of letter-graded course work completed at GCC.

Transcripts

Students may request transcripts of their GCC academic record for themselves or for other colleges or employers by completing a transcript request form in the Registrar’s Office. They also may request a transcript with a signed letter or a signed fax in which they clearly identify themselves and where they would like a transcript to be sent.
General Information

Telephone requests are not accepted. Students are provided with one free official transcript and are charged $2 for each subsequent transcript. Due to the volume of requests, allow at least three days to process a request.

Petition to Review Academic Record

Currently enrolled students may petition the Transcript Review Committee to review their academic record for the purpose of seeking relief from past poor academic performance. Before submitting a petition, students must have either completed 12 credits of course work since the semester for which they are seeking relief, or have completed six (6) credits and include two letters of support from current instructors. Petition forms are available in the Registrar’s Office.

Exceptions to Academic Graduation Requirements

Students with unusual or extenuating circumstances that justify an exception to an academic graduation requirement may request an exemption using an Academic Requirements Exemption form obtained from their advisor, the Office of Enrollment Services (N219), or an academic division office. Advisors or the Office of Enrollment Services can provide additional information.

GCC is a Drug Free School and Campus

Greenfield Community College is in compliance with federal legislation, which requires the College to adopt and implement a program to prevent the illicit use of drugs and the abuse of alcohol by students and employees.

INDIVIDUAL RIGHTS

The Family Educational Rights and Privacy Act of 1974

Students have certain rights to privacy about the information that the College maintains about them. A full text of the regulations regarding records and rights to privacy are available at the Registrar’s Office. GCC’s directory information consists of the following: student’s name, student’s major, dates of attendance, graduation date(s), and honors conferred.

Under FERPA law, GCC students have the right to be notified annually by the College of what the College designates as “directory information,” and the right to request that their information not be designated as directory information. Students must notify the College’s Registrar, in writing, if they do not wish to have any or some of their student information designated as directory information by completing the appropriate Non-Disclosure form with the Office of Enrollment Services (N219).

The Hazing Act of 1985

Massachusetts General Laws, Chapter 269, Section 19, requires the College to inform its students annually of the provisions of this Act. Copies of the act are available from the Office of Enrollment Services (N219).
General Information

The Jeanne Clery Disclosure Act

In accordance with the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act (more commonly known as the Clery Act), Greenfield Community College publishes an annual report that includes crime statistics and institutional policies concerning campus security and safety matters. The report is available at the Public Safety Department’s website: www.gcc.mass.edu/offices/safety/clery.html. A printed copy of the report is available at the offices of Public Safety, Human Resources, Student Affairs, Admission, and at the Downtown Center. Students may have a copy of the report mailed to them by contacting Public Safety at (413) 775-1212.

Office of Diversity

Greenfield Community College has a policy of non-discrimination. The Office of Diversity was created to help attract and retain a culturally diverse college community. The College wishes to increase its representation of under-represented students, faculty and staff on campus, and to improve the general climate of comfort and acceptance experienced by individuals who are not among the campus majority.

GCC strives to do this not just in words but in deeds. The Office of Diversity oversees and coordinate the College’s efforts to meet its objective of providing equality of opportunity for everyone.

The College’s curriculum contains courses that meet the University of Massachusetts cultural diversity requirement. These courses are noted with an asterisk in the Credit Courses section of this catalog.

Harassment

GCC considers harassment of a student, an employee, or any other person in the college community to be intolerable and not permissible. Those who believe they have been harassed should consult with the Director of Diversity, at (413) 775-1809, or the Sexual Harassment Co-Officer at (413) 775-1811, to obtain counseling concerning their rights and effective means of resolving grievances.

Affirmative Action - “Creating the Culture of Diversity”

Affirmative action and equal opportunity applies to all segments of the College. Those who believe they have been the subject of discrimination should consult with the Director of Diversity, at (413) 775-1809. The Community Colleges of Massachusetts Affirmative Action Plan is available in the college library and from the Director of Diversity.

Individuals with Disabilities

The College welcomes individuals with disabilities and provides reasonable accommodations to eligible individuals to enable them to participate fully in the academic and social life of the College. Use of adaptive equipment, sign-language interpreters, alternative-testing procedures, and reduced course load are some of the accommodations available to individuals with documented physical, learning, or psychological disabilities.
General Information

The College has in place a protocol for securing needed accommodations. This protocol is available from the Office of Admission and is available on the college website. Because securing and scheduling services and equipment requires time, individuals anticipating the need for accommodations should request them as early as possible. For further consultation, please contact Disability Services at (413) 775-1330 or visit the GCC website.

Telephone Access for the Hearing Impaired

Those for whom traditional telephone does not suit their communication needs or preferences may contact the College via Mass Relay (dial 711) or via e-mail. A complete listing of departmental e-mail addresses and phone numbers can be obtained at the Greenfield Community College website.

Student Right-to-Know Act

The Student Right-to-Know Act requires GCC to report graduation rate data to the U.S. Department of Education annually. From among the first-time, full-time, degree-seeking students who enrolled at GCC in the fall of 2002, 47 percent graduated or transferred to another institution by December 31, 2005.

STANDARDS OF BEHAVIOR

As an institution of higher learning, Greenfield Community College actively encourages the free and open exchange of ideas and opinions. The College encourages diversity in the belief that, in doing so, it promotes growth and positive change in individuals. The College recognizes, however, that maintaining an atmosphere where such discourse can flourish requires that faculty, staff and students acknowledge and remain sensitive to the needs, beliefs and feelings of others. It therefore expects all individuals to maintain certain standards of behavior as members of its community.

These expectations include the exercise of discretion in the use of language, both in the choice of terms used and in the tone in which discourse is delivered and individuals are addressed. Insulting or demeaning language or gestures, perhaps generally accepted or even common in other social settings, are not suitable in an academic environment. A courteous regard for the differing backgrounds and perspectives held by others is encouraged.

The above expectations hold for behavior throughout the institution and for all of its members. With regard to behavior in the classroom, yet another set of expectations exists. Classrooms are unique environments, places expressly reserved for the exchange of information and ideas. They constitute sanctuaries of learning, gatherings in which students and an instructor or instructors come together for a particular purpose: to grow and develop through personal interaction and directed activity. Because classrooms are unique in this way, they hold particular expectations of their members. Generally speaking, these are extensions of the rules of civility and courtesy that prevail in the institution at large, though the classroom instructor might add to or modify these rules to promote particular goals. Deviation from the expectations or rules set forth in a classroom is not acceptable.
General Information

It should be noted that behavior influenced by an individual’s mental state (irrespective of the ultimate evaluation), or use of drugs or alcoholic beverages shall not limit the responsibility of that individual for the consequences of his or her actions.

Finally, Greenfield Community College, while intent on maintaining an environment that promotes learning within a secure and collegial atmosphere, is resolutely committed to defending every individual’s right to personal expression.

SERVICES TO STUDENTS

In addition to academic programs, the College offers a wide range of services and activities to enhance students’ college experience. Students are encouraged to take advantage of these services and to become an active member of the College community.

Transferring to Other Schools

The Transfer Office provides services to students considering transfer to another college or university. Students considering transferring are encouraged to contact the Transfer Coordinator as early in their time at the College as possible. The Transfer Coordinator assists students in exploring transfer options, educational goals, planning appropriate course work while at GCC, completing applications to other schools, writing college essays, and in choosing people to write college recommendations.

The Transfer Office maintains a small library of college catalogs and the Transfer Coordinator arranges visits from college representatives to meet with prospective students on campus throughout the academic year. Contact the Transfer Coordinator at (413) 775-1207 or in room C233 of the Main Building.

Students planning to transfer to one of the Massachusetts state-supported colleges or universities are eligible for MassTransfer. MassTransfer provides community college graduates who complete designated associate’s degrees with the benefits of the full transfer and applicability of credit, guaranteed admission (2.5 GPA or higher), and a partial tuition discount (3.0 GPA or higher).

MassTransfer integrates and replaces the Commonwealth Transfer Compact, the Joint Admissions Program, and the Tuition Advantage Program. For details about the MassTransfer policy, contact Kathy Maisto in the Academic Advising Center or go to www.mass.edu.

Community college students who matriculated prior to fall 2009 and who participate in the Commonwealth Transfer Compact and/or Joint Admissions programs will be required to complete their associate degrees by August 2013 and must matriculate at a Massachusetts state college or University of Massachusetts campus by fall 2014 to receive the benefits of these programs.
General Information

OPTION I: Benefits for students who complete associate’s degrees under MassTransfer are:

<table>
<thead>
<tr>
<th>Minimum Final GPA</th>
<th>Benefits</th>
</tr>
</thead>
<tbody>
<tr>
<td>2.00 GPA</td>
<td>Guaranteed full transfer of a minimum of 60 credits applied to the bachelor’s degree, if admitted. Satisfaction of the general education/distribution/core requirements at the receiving institution, with the receiving institution able to add no more than six additional credits/two courses. <em>Note:</em> Students will be required to submit the regular application and all supplemental materials required of the 4-yr school they are applying to.</td>
</tr>
<tr>
<td>2.50 GPA</td>
<td>Guaranteed admission, plus all of the above benefits</td>
</tr>
<tr>
<td>3.00 GPA</td>
<td>A one-third tuition discount, plus all of the above benefits</td>
</tr>
</tbody>
</table>

Stipulations:

If students change their majors or if the linked baccalaureate programs require a higher grade point average or specific courses which are required of native students, MassTransfer students must meet these additional requirements.

If, because of space or fiscal limitations, the receiving institution does not admit all qualified applicants to a given major or program, the receiving institution will use the same criteria for MassTransfer applicants as it does for its native students.
OPTION II: Transfer Block

MassTransfer also provides students in the Massachusetts public higher education system the intermediate goal of completing a portable general education Transfer Block that will satisfy the general education/distribution/core requirements across institutions. Students completing the Transfer Block without earning a degree at any Massachusetts higher education institution with a 2.0 or higher grade point average will earn the 34 credit hours outlined below, exclusive of developmental coursework.

Transfer Block:

- English Composition/Writing: 6 credits
- Behavioral and Social Sciences: 9 credits
- Humanities and Fine Arts: 9 credits
- Natural or Physical Science: 7 credits
- Mathematics/Quantitative Reasoning: 3 credits

Total Credits: 34 credits

Benefits for students who complete the Transfer Block:

<table>
<thead>
<tr>
<th>Minimum Final GPA</th>
<th>Benefits</th>
</tr>
</thead>
<tbody>
<tr>
<td>2.0 GPA</td>
<td>Satisfaction of the general education/distribution/core requirements at the receiving institution, with the receiving institution able to add no more than six additional credits/two courses, if admitted</td>
</tr>
</tbody>
</table>

Stipulations:

Students enrolled in a specific major or degree program may be required to take additional courses if these courses are specifically required for the major or program and are required of native students. Completion of the Transfer Block does not guarantee admission to the college or university.

Note: Students will be required to submit the regular application and all supplemental materials required of the 4-yr school they are applying to.

Transfer Agreements with Other Colleges

GCC maintains several articulation agreements with colleges that award bachelor's degrees. The purpose of articulation agreements is to make transfer from GCC to those colleges easier than it would be otherwise. In most cases, the articulation agreements ensure the transfer of a minimum number of credits and placement at the junior year level. Some of the articulation agreements are general and may include scholarship funds to help lower tuition, while others are specific to certain programs at GCC and the institution to which the student transfers.

In a few cases, the articulation agreements also include provisions for transfer scholarships. For information about articulation agreements with other colleges, contact the Transfer Coordinator.
General Information

Foreign Language Requirements

Some colleges, such as the University of Massachusetts at Amherst and Mount Holyoke College, require proficiency in a foreign language to earn a bachelor’s degree. Students may find it advantageous to complete a foreign language requirement at GCC, so they can concentrate on the requirements of their major when they transfer. For further information about foreign language requirements, contact the Transfer Coordinator.

The Isenberg School of Management at the University of Massachusetts - Amherst

Students seeking to enter programs of study in the Isenberg School of Management must meet the following additional requirements:

- U. Mass. Majors in Accounting, Finance, Operations Management, Management, and Marketing: Students must graduate GCC with a BAT degree. Students who have matriculated into the BAT degree prior to Fall 2009 can transfer under the Joint Admissions option if they graduate with a GPA of 2.5 or higher; students who matriculate into the BAT degree during the Fall of 2009 or later may enter the Isenberg School under Mass Transfer option, but must graduate with a GPA of 3.0 or higher.

- U. Mass. Hospitality and Tourism Management: Students may graduate from GCC with a Liberal Arts Degree, and the Hospitality and Tourism Option is strongly recommended. Students who have matriculated prior to Fall 2009 can transfer under the Joint Admissions option if they graduate with a GPA of 2.5 or higher. Students who matriculate during the Fall of 2009 or later may enter under the Mass Transfer option, but must graduate with a GPA of 2.7 or higher.

- Resource Economics: Students can be accepted into this program with a GPA of 2.5 or higher. Entrance is not contingent upon a specific GCC degree.

- Sport Management: Students must graduate from GCC with a BAT degree, and have a GPA of 3.0 or higher. It is highly recommended that students enroll in ECO 205 prior to transfer.

Transfer Agreements with Other Colleges

GCC maintains several articulation agreements with colleges that award bachelor’s degrees. The purpose of articulation agreements is to make transfer from GCC to those colleges easier than it would be otherwise. In most cases, the articulation agreements ensure the transfer of a minimum number of credits and placement at the junior year level. Some of the articulation agreements are general and may include scholarship funds to help lower tuition, while others are specific to certain programs at GCC and the institution to which the student transfers.

In a few cases, the articulation agreements also include provisions for transfer scholarships. For information about articulation agreements with other colleges, contact the Transfer Coordinator.
Library

Regular Semester Hours:
Monday-Thursday 8:00 a.m. to 8:30 p.m.
Friday 8:00 a.m. to 5:00 p.m.
Saturday 10:00 a.m. to 4:00 p.m.

Located At:
Fourth Floor North
(413) 775-1830
reference@gcc.mass.edu
http://www.gcc.mass.edu/library/
ASKALEXGCC (AIM or Meebo)
Text to 265010 and include ASKALEXGCC with a question

The GCC Library serves the study and research needs of students by providing a variety of services, collections, and technology. Both quiet and conversation-friendly study spaces are available. Food and drink are allowed throughout the Library. The Library is open to the entire GCC community, as well as to the public.

Computers & Other Equipment. The Library maintains computers for use within the Library by GCC students, faculty, and staff. Free printing is available. Other equipment includes a scanner, coin-operated photocopier, text magnifier, microfilm reader/printer, and video/DVD viewing stations. The wireless network, including wireless printing, is accessible from all Library spaces.

Research Help. Librarians provide reference and research assistance, including individual reference help offered in person, by phone, or by email, and group instruction sessions designed for specific courses and assignments. Research guides for a range of subject areas and several specific courses are available in print in the Library and on the Library’s website.

Books, Magazines, Videos & Online Resources. The Library collection contains over 50,000 physical items including circulating and reference books, newspapers, magazines, scholarly journals, microfilm, videos, and DVDs. The Library’s 60+ online databases offering access to hundreds of thousands of periodical articles and reference sources are available from any on-campus computer and from off campus with a GCC student, faculty, or staff library card.

The majority of the Library’s circulating collection is housed offsite during the renovations of the Library’s permanent home on the third floor of the Main Building. Library staff retrieves items from the offsite facility daily; requests for items located offsite are filled within 24 hours Monday through Friday.
General Information

Reference books, periodicals (newspapers, magazines, and journals), videos, and DVDs are located onsite in the Library. Circulating books in the following subject areas and categories are also onsite:

- Art, Photography, Children’s Literature, Nursing & Medicine, Audiobooks (books on tape), Books in the Opposing Viewpoints and Information Plus series, and Books for those who are new to reading English

Students can use a GCC library card to request circulating books in other areas through the online catalog.

Special Collections. The Library maintains three special collections. The Archibald MacLeish Collection is currently located at the Memorial Libraries in Deerfield, Massachusetts. The Pioneer Valley Resource Center collections are stored offsite with some items available upon request. The Yankee Nuclear Power Station Public Information Repository is available in the Library.

Library Cards & Borrowing Policies. Currently enrolled students will be issued a GCC library card upon presentation of a photo ID and proof of enrollment.

As part of the Central and Western Massachusetts Library Network, the GCC Library shares an online catalog (C/W MARS) with the other community colleges and most public libraries in the central and western regions of the state. Students may use their GCC library card to request items through the catalog from any library within the C/W MARS network. Students may also use Interlibrary Loan to request circulating items from libraries further away if they are not owned by any of the libraries within the C/W MARS network.

Circulating books from the GCC Library are checked out for 4 weeks and may be renewed once. Other libraries may have shorter borrowing periods.

Reference books, periodicals (newspapers, magazines, and journals), videos, and DVDs must be used in the Library. Materials put on Reserve for individual classes are available at the Circulation Desk and must be used in the Library.

Overdue Materials. There are no fines for overdue material, but borrowers must pay the replacement value of unreturned material, plus a 20% collection fee for each item sent to collection. One reminder is sent for overdue material before a bill for the replacement cost is rendered. Billed items that are not returned are sent to collection. Borrowers may not check out additional materials until overdue items are returned. Students who have not returned Library materials that are a month overdue will have their college record flagged and will become subject to disqualification from registration and withholding of grades, transcripts, diplomas, and certificates.
Educational Technology Center (ETC)

Room S314, (413) 775-1842, edtech.gcc.mass.edu

Hours:
Days, Monday – Thursday 8:30 a.m. to 9:00 p.m.
Friday 8:30 a.m. to 4:30 p.m.
During breaks, our staffing varies as we work on projects that may take us out of the ETC.

Student Equipment Circulation Hours:
Monday to Friday 10 a.m. to 1 p.m.

The mission of the ETC is to serve the academic community in all disciplines by providing access to and assistance on traditional, new, and emerging educational technologies. The major focus of the ETC is to help faculty and students in developing and incorporating technology in the learning environment. Our focus includes production of materials for and maintenance of the College’s YouTube account and the College’s digital signage. In addition, the ETC schedules, distributes, installs, and maintains media-related presentation equipment throughout the campus; this includes the digital signage system. When possible, appointments for services such as circulation equipment delivery, production support, access to our multi-media studio, or training services should be made in advance.

The ETC houses a complete production facility which includes: a television production studio also equipped as a 45 seat multi-media presentation space; a faculty multi-media lab with video editing suites and graphic/animation workstations; a satellite and cable distribution area with multimedia production capability and media duplication; in addition ETC stores the institutional media archives.

The ETC also staffs and operates satellite studios in the Sloan Theater (S01) and the Stinchfield Lecture Hall (N426). Sloan Theater is equipped with a theater lighting system. Our satellite studios (S01 and N426) are capable of producing live recordings of presentations and performances. The equipment is not for general use. ETC staff must be scheduled. Please schedule our services in the satellite studios when you reserve the room.

ETC’s website provides the campus with current AV equipment locations and room descriptions. Our site includes a searchable database of the institutional media archives on our video page, it offers recommended classroom equipment specifications, the YouTube guidelines as well as other useful information.

ETC houses and circulations student equipment. Student equipment and our services are available for GCC academic purposes for direct or indirect classroom support and subject to institutional lending policies.
General Information

ACADEMIC SUPPORT PROGRAMS

The Learning Center
Monday–Thursday 8:00 a.m. to 7:00 p.m.
Friday 8:00 a.m. to 4:00 p.m.
Saturday 10:00 a.m. to 4:00 p.m.
Learning Center (4th Floor North)
(413) 775-1330

The Learning Center houses services to help students improve study skills, build confidence and clarify goals. Services are free and confidential. They include Counseling, Peer Tutoring, Writing Assistance, Math Assistance, and Disability Services.

• Counseling: Licensed professional counseling is available for GCC students. Many students struggle with school pressures, physical or learning disabilities, difficult relationships, substance abuse, family problems or illness. Sometimes they find it helpful to see a counselor to explore the challenges they face. Counseling helps students learn to take charge of their lives and to accomplish their goals. Referrals to community service agencies can be arranged.

• Peer Tutoring: Peer tutoring is provided for any GCC student who needs help with course work and who wishes to improve academic performance. Tutors and students meet in the Learning Center to review course material, discuss and practice study skills, and work on specific assignments. The tutor’s role is to assist students with the content of these courses while furthering the process of learning how to learn.

• Writing Assistance: This program helps students succeed in all courses that require writing and language learning. Peer tutoring is offered for writing papers, word processing, note taking, exam preparation and content review for all humanities and behavioral science courses. The coordinator is available to meet with individual students to discuss special tutoring accommodations, writing anxiety, general writing assistance for coursework, and transfer application essays.

• Math Assistance: This program helps students succeed in math, science, information technology and business courses. Services include peer tutoring, Math Studio drop-in hours, graphing calculator rental program, and loans of math videotapes. The coordinator is available to meet with individual students to discuss special tutoring accommodations, math anxiety, and math course placement.

• Disability Services: This program provides support for students with a variety of disabilities. The coordinator works with students to explore how they learn best, determines eligibility for academic accommodations, and develops individual accommodation agreements.

Studies

• The Math Studio, East building room E124A, is a place for students to work with each other and with faculty on questions and problems related to mathematics. The Math Studio is equipped with comfortable chairs and tables, computers, and math resources and texts. The studio is open for use throughout the day and is staffed by math faculty during posted hours. No appointment is needed, students may just come by.
General Information

- **The Social Sciences Studio**, East building room E115, provides a welcoming and resource-rich space for students to convene and interact with each other and faculty in the social and behavioral sciences. Students and faculty use the Social Sciences Studio for tutorials, study groups, computer projects and access to the college network and the Internet, small group projects, as well as college/community meeting and networking. The studio also provides gallery display space and periodically presents special events, speakers, and films.

- **The Science Studio**, Main Building 4th floor south, offers a cooperative work space for individual students or groups of students. The studio is equipped with two computers, anatomy and physiology models, resource books and movable furniture. It opens to faculty offices to allow student interactions with their professors. Students are encouraged to make use of the space during all building hours.

- **The Hammond Business Studio**, East Building Room 132, provides a working and ‘brainstorming’ space for all students. The studio is equipped with pull-down outlets for laptop plug-ins, a SMARTBoard, whiteboards, a flat screen television with streaming stock quotes, full wireless capabilities and comfortable, modular furniture. Faculty offices ring the studio which encourages faculty-student interaction.

**Academic Computing Center**

The Academic Computing Center, located in the East Building, is open to all currently enrolled GCC students, regardless of major or credit load. The Center’s personal computers may be used for homework, term papers, or other student projects. For those who need help working on a computer, a monitor or consultant is on duty.

**Academic Technology Support**

- **GCC Email**: All students receive a GCC email address upon registration. Those experiencing difficulty accessing their GCC email account should contact Academic Computing at (413) 775-1368.

- **Blackboard**: GCC offers a variety of classes fully online through the Blackboard course management system. In addition, Blackboard is used by many instructors as a web-enhancement in face-to-face classes and hybrid classes. For assistance with Blackboard, contact the Distance Learning Office at (413) 775-1481.

For handouts, information on user names, passwords and technical requirements to successfully run email, visit the Academic Technology Support website at http://online.gcc.mass.edu/student.html.

**The Academic Advising Center**

Academic Advising Center staff assist new students with their initial course registration and enrolled students when their assigned advisors are not available. Such assistance includes advice on the selection of appropriate courses to fulfill degree or certificate requirements, information about college policies and procedures, guidance in the admission and transfer processes, and referral to other services on campus. Student engagement with faculty and staff is a key element in their success. The Academic Advising Center does not replace the important relationship between students and their assigned advisor and seeks to strengthen that relationship.
General Information

Health Services

The Student Health Services staff helps students with a variety of health problems and referrals and with complying with immunization requirements (see page 8). Services are free of charge, confidential and available to students enrolled in day classes. An adult nurse practitioner and a registered nurse are available on a drop-in basis or by appointment, and physician visits are available by appointment only. All medical records are confidential, and information cannot be released without student permission.

A variety of self-care items, as well as a selection of health-related educational materials is available in the Health Services Office. The staff can help with questions about the health insurance coverage, which is mandated for students carrying nine (9) or more credits. (See page 15.)

The Health Services Office in North Modular Building is open from 9:00 a.m. to 3:30 p.m., Monday through Friday. Students are invited to drop in or call (413) 775-1430 for help in achieving and maintaining a high level of wellness.

Student Life

Student Life helps student groups plan and operate extracurricular programs and activities, and encourages faculty and staff to serve as organizational advisors and participants. Typical activities include cultural programs, exhibits, graduation, orientation, workshops, lectures, musical performances, clubs, and social and recreational activities.

The Student Association

Students who pay the student activities fee automatically become members of the Student Association, the structure within which the Student Senate and the Student Life Program operate. Members may hold office, vote in elections and participate in Association programs.

The Student Senate

Students in good standing are eligible for election by members of the Student Association to the Student Senate. The Student Senate approves student organization budgets and supervises expenditures with the consent of the College President. The Senate’s objectives are:

• to promote and support activities that enhance the life of the college community;
• to administer and allocate the funds of the Student Association in conjunction with the college administration;
• to represent the student body on and off campus; and
• to act with college officers in supervising the college activities program.

Performing Arts

The theater, music, and dance departments offer opportunities for student performances. The college chorus performs on campus and in the community several times each year. At least one major theater production is presented each semester, as well as dance concerts and musical performances.
General Information

The Fitness Center

The Fitness Center offers a variety of cardiovascular and weight-training equipment in a fun, friendly, and inviting atmosphere. It is open to all GCC students, staff, and faculty at no charge. Fitness assessment, program design, and incentive programs are available to all members.

Activities Hours

College personnel and the Student Senate have agreed that no classes will meet during the Activities Hours. These hours are every Monday, Wednesday, and Friday from 12:00 noon to 12:50 p.m. during the semester. The college community is encouraged to participate in social, cultural, and recreational events during these hours. College committee meetings, club meetings, concerts, guest speakers, and special events are available for student enjoyment and relaxation.

The College Store

Up-to-date information along with online textbooks are available at the College Store website, www.gcc.mass.edu/offices/bookstore/.

The College Store is open from 9 a.m. to 5 p.m. Monday through Thursday and 9:00 a.m. to 4:00 p.m. on Friday during the academic year. Evening and special occasion hours will be posted outside the store entrance and online. The College Store carries school and art supplies, required texts, paperbacks, and study guides as well as GCC clothing and gifts. The College Store strongly recommends students attend classes before buying their books.

MasterCard, Visa, and Discover are accepted, and personal checks will be accepted for the amount of purchase. A maximum personal check of $10.00 can be cashed by the College Store upon presentation of college ID. There is no charge for this service; however, there is a $10 charge for returned insufficient fund checks. Purchases on financial aid or other third party accounts require a valid photo ID.

Textbooks are returnable for one week from the first day of classes, with a sales receipt and in the same condition as sold. A signed add/drop slip, valid ID and sales receipt are required for all textbook returns during the second week of classes. Returned textbook(s) must match the required or optional book(s) for the dropped course(s) and must be in the same condition as sold, with no marks or signs of wear on the cover or pages of new texts and the shrink wrap still intact. January and Summer Session books are returnable for one week from the beginning of classes, with a receipt and in the same condition as sold. One week course books may be returned with a receipt, within 24 hours of purchase.

Defective books should be returned to the College Store, with the sales receipt, as soon as the defect is discovered within the semester purchased. This policy does not apply to other merchandise.
General Information

Dining Facilities

The Café Academia is wireless internet café and food court located in the front of the East building (E106). The food court is a joint venture between the College’s student body Business Club and the College’s administration. The food court features daily specials along with soups, salads, pizza, wraps, grinders, gourmet sandwiches, pastries, beverages and organic, kosher and fair trade air roaster coffee from Pierce Bros Java Coffee Roasters. The area is open from 7:30 a.m. to 2 p.m. during the academic year and from 9 a.m. to 1 p.m. during the summer months. Up-to-date menu and catering information is available at www.gcc.mass.edu/offices/food/.

Vending machines are available the following locations:
• North 101 (the end of the hall next to the College Store) | Internet access available
• North 252 (sitting area between stairs going to 3rd floor)
• North 357 (sitting area between stairs going to 4th floor)
• South 234 (sitting area between stairs going to 3rd floor)
• South 353 (sitting area between stairs going to 4th floor)
• East 106 (Café Academia area)

COMMUNITY EDUCATION AND WORKFORCE DEVELOPMENT PROGRAMS

Credit-Free Workshops and Seminars

The Office of Community Education (GCC Downtown Center, 270 Main Street) administers programs serving over 3,000 participants each year in many locations in Franklin and Hampshire counties, including Greenfield, Turners Falls, and Northampton. Workshops are designed in response to community needs, often in cooperation with other organizations, drawing upon both college and community resources. Instructors include faculty members, professors from other colleges, area business professionals, and local residents with special skills or expertise. Suggestions for new workshops, services or programs are welcomed. Contact Community Education at (413) 775-1605 or the first floor of the Downtown Center.

Community Education Facilities

Facilities available through the Office of Community Education include:
• The Downtown Center’s Computer Classroom, equipped with 15 computers with access to the Internet, Microsoft Office 2007, Quickbooks, Photoshop and Illustrator and other applications.
• Meeting rooms available to outside organizations at the downtown or main campus locations. Presentation equipment is available at the Downtown Center for a fee.
Community Education Programs

• The Office of Workforce Development at Greenfield Community College provides customized education and training for area businesses and organizations, including courses, workshops and individualized instruction for managers, office and technical staff, machine operators, and child care workers. Instruction can be offered in the workplace, at GCC’s Downtown Center, at the main campus or at other locations in the region. These services are designed to increase the skills of employees and to contribute to greater organizational effectiveness and productivity. Open enrollment business workshops are scheduled each semester.

• Community Education Workshops cover a wide range of subjects, including business, computers, dance, arts and crafts, finance, horticulture and other leisure and work programs. Workshops are scheduled for spring, summer and fall, usually in the evening but also during the day and on weekends. They are offered for both personal and professional growth. The complete schedule of workshops is available in the GCC Course Guide and on the Community Education page on the GCC web site.

• Technical Skills Workshops are credit-free offerings designed to provide work-related skills for a variety of professions and vocations. Topics include: computer-aided design, electricity, plumbing, welding, and machine science. Workshops are scheduled for spring and fall, usually in the evening, and are often held at area technical and vocational high schools.

• The Senior Symposia Program, a collaborative effort between the Office of Community Education and area senior citizens, provide area seniors a way to continue their education in a format that suits their unique needs, interests, and resources. Symposia are held at the Downtown Center during the fall and spring semesters.

GCC ALUMNI ASSOCIATION

The Greenfield Community College Alumni Association is an independent organization that cultivates lifelong relationships with current and future alumni. As a committed partner and supporter of the College, the Association strives to foster connections among graduates, former students, current students, friends, and the community.

The Alumni Association has created an endowed scholarship fund that awards two scholarships each year to GCC students, with alumni serving on the selection committee. Also, the Alumni Association sponsors the Career Alumni Mentoring Program (CAMP), connecting GCC alums working in a variety of fields with current GCC students seeking guidance on their career options. The Alumni Association meets the fourth Thursday of every month at 5:30 p.m. at the Downtown Center, 270 Main Street in Greenfield. All alumni are welcome and encouraged to attend. The Association works on many exciting projects, for example, the GCC alumni calendar featuring alums whose lives were changed by the College. To learn more, visit http://alumni.gcc.mass.edu or contact Regina Curtis (‘86), President of the Alumni Association at (413) 775-1426 or curtisr@gcc.mass.edu.
Academic Programs

- Associate of Arts Degree Programs
- Associate of Science Degree Programs
- Certificate Programs
- Programs in Collaboration with Neighboring Community Colleges
- Additional Academic Opportunities

Our academic programs enable you to transfer to baccalaureate degree colleges and universities or prepare you to enter a variety of career fields. Several programs serve both purposes, depending upon the elective courses that you take. We offer associate degree programs, which require at least 60 credits of coursework, and certificate programs, which require up to 42 credits of coursework.
ACADEMIC PROGRAMS AT
GREENFIELD COMMUNITY COLLEGE

Associate of Arts Degree
• Business Administration Transfer (BAT)
• Liberal Arts (LIB)
All of the following are Liberal Arts advising options. You may focus on one of these options. Your diploma will read “Liberal Arts.” GCC will award you only one Liberal Arts degree.
• American Studies (LAS)
• Art (LAA)
• Computer Science (LCS)
• Dance (LAD)
• Economics (LES)
• Education (LED)
• English (LAE)
• Environmental Studies/Natural Resources (LEN)
• Food Science (LEF)
• Gender and Women’s Studies (LGW)
• Health Arts (LHA)
• Health Fitness and Wellness (LHF)
• Health Science (LHS)
• Hospitality and Tourism Management (LHT)
• Human Services (LHS)
• International Studies (LIS)
• Math-Science (LMO)
• Music (LMU)
• Peace, Justice and Environmental Studies (LPE)
• Renewable Energy/Energy Efficiency (LRE)
• Science-Math Education (LSM)
• Social Sciences (LSS)
• Theater (LAT)

Associate of Science Degree
• Accounting (ACC)
• Art/Fine Art (AFA)
• Art/Fine Art MassTransfer Option (AFC)
• Art/ Graphic Design (GRD)
• Art/Graphic Design MassTransfer Option (pending approval) (GDC)
• Art/Media Arts (AMP)
• Art/Media Arts MassTransfer Option (AMC)
• Computer Information Systems (CIS)
• Criminal Justice (CRJ)
• Criminal Justice MassTransfer Option (CJQ)
• Early Childhood Education MassTransfer Option (ECE)
• Engineering Science (EGS)
• Fire Science Technology (FST)
• Management (MAN)
• Marketing (MKT)
• Nursing (NUR)
• Occupational Technology (OCC)
• Office Management (OMN)

Certificate Programs
• Digital Media (DME)
• Early Childhood Education (LEC)
• Entrepreneurship (ENT)
• Environmental Studies/Natural Resources (NRC)
• Human Services (HSV)
• Massage Therapy (MTC)
• Office Assistant (OFF)
• Outdoor Leadership (OLP)
• Paramedic (PMC)
• Practical Nursing-L.P.N. (PNC)
• Real Estate (RST)
• Renewable Energy/Energy Efficiency (REE)
• Web Development and Design (WDD)

Programs in Collaboration with Neighboring Community Colleges
• Physical Therapist Assistant
• Radiologic Technology Program

All degree programs approved by the Massachusetts Department of Higher Education.

1. Quinn Bill approved by the Massachusetts Board of Higher Education
2. Accredited by the National Association for the Education of Young Children.
3. Accredited by the National League for Nursing Accrediting Commission
4. Program not eligible for federal and state financial assistance
5. Accredited by the Commission on Massage Therapy Accreditation (COMTA)
6. Certificate programs approved by the Massachusetts Department of Higher Education.
7. Accredited by the Association for Experiential Education
8. Accredited by the Commonwealth of Massachusetts’ Office for Emergency Medical Services (OEMS)
9. Approved by the Massachusetts Board of Registration for Nursing
Academic Programs

Associate of Arts Degrees

- Business Administration Transfer (BAT)
- Liberal Arts (LIB)

All of the following are Liberal Arts advising options. You may focus on one of these options. Your diploma will read "Liberal Arts." GCC will award you only one Liberal Arts degree.

- American Studies (LAS)
- Art (LAA)
- Computer Science (LCS)
- Dance (LAD)
- Economics (LES)
- Education (LEO)
- English (LAE)
- Environmental Studies/Natural Resources (LEN)
- Food Science (LFO)
- Gender and Women's Studies (LGW)
- Healing Arts (LHA)
- Health Fitness and Wellness (LHF)
- Health Science (LHS)
- Hospitality and Tourism Management (LHT)
- Human Services (LHS)
- International Studies (LIS)
- Math-Science (LMO)
- Music (LMU)
- Peace, Justice and Environmental Studies (LPE)
- Renewable Energy/Energy Efficiency (LRE)
- Science-Math Education (LSM)
- Social Sciences (LSS)
- Theater (LAT)

Our Associate of Arts programs consist of a broad range of general studies in the humanities, behavioral sciences, business, natural sciences, mathematics, and technology with program options to focus on more specialized fields of interest. These options lead to the associate of arts degree and transfer status as a junior at many four-year colleges and universities. Many professions, including law, medicine, economics, education, and human services, require a strong liberal arts background. Our programs are designed to provide a strong foundation in liberal studies that will enable you to transfer to baccalaureate degree programs at other institutions.  

Advising codes for Liberal arts electives for Associate of Arts degrees are listed on page 52.

1. To learn more about transfer requirements, see pages 35-37.
Business Administration Transfer (BAT)
(MassTransfer Option)

THE DEGREE: Associate of Arts

THE PROGRAM: provides the necessary courses for transfer to baccalaureate degree-awarding business administration programs. The program has a core of business administration courses combined with courses in liberal arts with an emphasis on mathematics. By using electives, you may complete the program of study typically offered in the first two years of a baccalaureate degree institution.

YOUR NEXT STEP: transfer to a baccalaureate degree institution.

REQUIRED COURSES

<table>
<thead>
<tr>
<th>Course</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>ACC 151 Concepts of Financial Accounting I</td>
<td>3 or 4</td>
</tr>
<tr>
<td>or ACC 121 Principles of Financial Accounting I</td>
<td></td>
</tr>
<tr>
<td>ACC 152 Concepts of Financial Accounting II</td>
<td>3 or 4</td>
</tr>
<tr>
<td>or ACC 122 Principles of Financial Accounting II</td>
<td></td>
</tr>
<tr>
<td>ACC 203 Management Accounting</td>
<td>3</td>
</tr>
<tr>
<td>BUS 111 The Contemporary Business World</td>
<td>3</td>
</tr>
<tr>
<td>BUS 205 Principles of Management</td>
<td>3</td>
</tr>
<tr>
<td>BUS 209 Principles of Marketing</td>
<td>3</td>
</tr>
<tr>
<td>CIS 140 Microcomputer Software Tools I</td>
<td>3</td>
</tr>
<tr>
<td>ECO 101 Principles of Macroeconomics</td>
<td>3</td>
</tr>
<tr>
<td>ECO 102 Principles of Microeconomics</td>
<td>3</td>
</tr>
<tr>
<td>ENG 101, 103, or 105 English Composition I</td>
<td>3</td>
</tr>
<tr>
<td>ENG 112, 114, or 116 English Composition II</td>
<td>3</td>
</tr>
<tr>
<td>PSY 101 Principles of Psychology</td>
<td>3</td>
</tr>
</tbody>
</table>

Humanities Core: 9
- One three-credit course from each of the following categories:
  - History: any HIS course coded HC
  - Literature: any 200 level ENG course
  - A Humanities course with an HC advising code in: AHS, ASL, DAN, ENG, FLK, FRE, GGY, HIS, HUM, LAT, MUS, PHI, SPA, THE

Science/Math Core: 11-12
- Science: two 4-credit BIO, CHE, EGR, GEO, PHY, or SCI courses with NC advising codes
- Math: MAT course with NC advising code

Liberal Arts Elective ② (Recommended MAT 151, Applied Calculus I): 3-4

Program Elective (ACC, BUS, CIS or ECO course): 3

TOTAL 62-66

① Math courses to be chosen after consultation with faculty advisor and in consideration of the requirements of the transfer institution. A number of the transfer schools require MAT 151 (Applied Calculus I).

② See Liberal Arts Program (page 52) for specific requirements.

PROGRAM COORDINATOR
Dr. Thomas R. Simmons, Office: E132F, (413) 775-1482, email: simmonst@gcc.mass.edu
Academic Programs

Liberal Arts (LIB) ➀ ➁

(MassTransfer Option)

THE DEGREE: Associate of Arts

THE PROGRAM: provides a broad background in the humanities, behavioral sciences, and natural sciences.

YOUR NEXT STEP: transfer to a baccalaureate degree institution.

CORE REQUIREMENTS CREDITS

<table>
<thead>
<tr>
<th>Course Description</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>English Composition I (ENG 101, 103, or 105)</td>
<td>3</td>
</tr>
<tr>
<td>English Composition II (ENG 112, 114, or 116)</td>
<td>3</td>
</tr>
<tr>
<td>Personal Communication Skills (PCS 101 or 121 or 131 or 141)</td>
<td>3</td>
</tr>
<tr>
<td>Behavioral Sciences Core:</td>
<td>9</td>
</tr>
<tr>
<td>a) Select two courses from the following: ANT 103 or 104, ECO 101 or 102, EVS 101, POL 101, PSY 101, or SOC 101</td>
<td></td>
</tr>
<tr>
<td>b) Select any additional course coded BC</td>
<td></td>
</tr>
<tr>
<td>Humanities Core:</td>
<td>9</td>
</tr>
<tr>
<td>One three-credit course from each of the following categories:</td>
<td></td>
</tr>
<tr>
<td>a) History: any HIS course coded HC</td>
<td></td>
</tr>
<tr>
<td>b) Literature: any 200 level ENG course</td>
<td></td>
</tr>
<tr>
<td>c) A Humanities course with an HC advising code in: AHS, ASL, DAN, ENG, FLK, FRE, GGY, HIS, HUM, LAT, MUS, PHI, SPA, THE</td>
<td></td>
</tr>
<tr>
<td>Science/Math Core:</td>
<td>11-12</td>
</tr>
<tr>
<td>a) Science: two 4-credit BIO, CHE, EGR, GEO, PHY, or SCI courses with NC advising codes</td>
<td></td>
</tr>
<tr>
<td>b) Math: MAT course with NC advising code</td>
<td></td>
</tr>
<tr>
<td>Electives (see notes below)</td>
<td>22</td>
</tr>
</tbody>
</table>

TOTAL 60-61

ELECTIVES

• Elective requirements in this program can be satisfied by the successful completion of any course coded A, BC, HC, NC, BL, HL, NL, L, and X. (MAT 105 and MAT 106 grant elective credit at GCC, however, they may not transfer to another institution.)
• No more than 18 elective credits in any specific subject (such as chemistry, psychology) may be applied toward the degree requirements.
• You may apply no more than 12 X-coded credits (including a maximum of 4 credits in Leisure Education) toward the Liberal Arts degree.

➀ You may also select from among the liberal arts concentrations listed on page 50.
➁ All courses needed to complete this program/option will be offered both in the day and in the evening.
Liberal Arts Option:
American Studies (LAS)
(MassTransfer Option)

THE DEGREE: Associate of Arts in Liberal Arts

THE OPTION: provides a comprehensive overview of American culture for those planning to pursue careers in education, public service, social service, law, advertising, public relations, journalism, library science, and the ministry. The program's major emphasis is on American literature, history, and government.

YOUR NEXT STEP: transfer to a baccalaureate degree institution.

REQUIRED COURSES CREDITS
ENG 101, 103, or 105 English Composition I ......................................................................................................................................3
ENG 112, 114, or 116 English Composition II ....................................................................................................................................3
ENG 203 American Literature I ..................................................................................................................................................................3
ENG 204 American Literature II ..................................................................................................................................................................3
PCS 101 or 121 or 131 or 141 Personal Communication Skills ..............................................................................................................3
HIS 105 History of the American People to 1865 ........................................................................................................................................3
HIS 106 History of the American People since 1865 ........................................................................................................................................3
POL 101 American Politics ..............................................................................................................................................................................3
Behavioral Sciences Core: ..................................................................................................................................................................................6
a) Select one course from the following: ANT 103 or 104, ECO 101 or 102, EVS 101, PSY 101, or SOC 101
b) Select any additional course coded BC
Science/Math Core:....................................................................................................................................................................................11-12
a) Science: two 4-credit BIO, CHE, EGR, GEO, PHY, or SCI courses with NC advising codes
b) Math: MAT course with NC advising code
General Electives®........................................................................................................................................................................................13
American Studies Electives ..............................................................................................................................................................................6

TOTAL 60-61

AMERICAN STUDIES ELECTIVES
ENG 219 Ethnic Literature ........................................................................................................................................................................3
ENG 235 Survey of Latin American Literature ........................................................................................................................................3
ENG 253 Valley American Literature .........................................................................................................................................................3
GEO 103 Valley Geology ..............................................................................................................................................................................4
HIS 127 History of African-American Peoples ........................................................................................................................................3
HIS 131 Women in American History ......................................................................................................................................................3
POL 203 American Civil Liberties ...............................................................................................................................................................3
POL 205 American Foreign Policy ............................................................................................................................................................3
Appropriate Directed Study (295 or 296)

® See Liberal Arts Program (page 52) for specific requirements.

OPTION ADVISOR
Joanne McNeil Hayes, Office: N316, (413) 775-1230, email: hayes@gcc.mass.edu
Academic Programs

Liberal Arts Option:

Art (LAA)

(MassTransfer Option)

THE DEGREE: Associate of Arts in Liberal Arts

THE OPTION: provides a broad range of liberal arts studies with an emphasis on studio arts. Future careers may include art education, art therapy, museum or gallery work, and other arts applications.

YOUR NEXT STEP: transfer to a baccalaureate degree college or university.

REQUIRED COURSES

<table>
<thead>
<tr>
<th>COURSE</th>
<th>CREDITS</th>
</tr>
</thead>
<tbody>
<tr>
<td>AHS 101 Art History Survey I</td>
<td>3</td>
</tr>
<tr>
<td>AHS 102 Art History Survey II</td>
<td>3</td>
</tr>
<tr>
<td>ART 121 Two-Dimensional Design</td>
<td>3</td>
</tr>
<tr>
<td>ART 131 Drawing I</td>
<td>3</td>
</tr>
<tr>
<td>ART 151 Introduction to Photography</td>
<td>3</td>
</tr>
<tr>
<td>ART 161 Introduction to Electronic Studio</td>
<td>3</td>
</tr>
<tr>
<td>Art Studio Electives (from the list below)</td>
<td>9</td>
</tr>
<tr>
<td>ENG 101, 103, or 105 English Composition I</td>
<td>3</td>
</tr>
<tr>
<td>ENG 112, 114, or 116 English Composition II</td>
<td>3</td>
</tr>
<tr>
<td>PCS 101 or 121 or 131 or 141 Personal Communication Skills</td>
<td>3</td>
</tr>
</tbody>
</table>

Behavioral Sciences Core:

a) Select two courses from the following: ANT 103 or 104, ECO 101 or 102, EVS 101, POL 101, PSY 101, or SOC 101
b) Select any additional course coded BC

Humanities Core:

One three-credit course from each of the following categories:

a) History: any HIS course coded HC
b) Literature: any 200 level ENG course

Science/Math Core:

a) Science: two 4-credit BIO, CHE, EGR, GEO, PHY, or SCI courses with NC advising codes
b) Math: MAT course with NC advising code

Electives

① Any credit course(s) with an advising code other than A, X, or D; however, you may not use studio art courses as your Elective. Studio art courses are ART courses numbered 121-299.

② As approved by Program Coordinator.

TOTAL 65-66

ART STUDIO ELECTIVES (9 credits) – at least 6 credits must be at the 200 level or higher

<table>
<thead>
<tr>
<th>COURSE</th>
<th>CREDITS</th>
</tr>
</thead>
<tbody>
<tr>
<td>ART 125 Three-Dimensional Design</td>
<td>3</td>
</tr>
<tr>
<td>ART 132 Drawing II</td>
<td>3</td>
</tr>
<tr>
<td>ART 141 Color</td>
<td>3</td>
</tr>
<tr>
<td>ART 155 Digital Video</td>
<td>3</td>
</tr>
<tr>
<td>ART 173 Digital Design</td>
<td>3</td>
</tr>
<tr>
<td>ART 225 Three-Dimensional Design II</td>
<td>3</td>
</tr>
<tr>
<td>ART 235 Figure Drawing</td>
<td>3</td>
</tr>
<tr>
<td>ART 236 Figure Drawing II-A</td>
<td>3</td>
</tr>
<tr>
<td>ART 237 Figure Drawing II-B</td>
<td>3</td>
</tr>
<tr>
<td>ART 240 Special Topics in Art</td>
<td>3</td>
</tr>
<tr>
<td>ART 241 Painting I</td>
<td>3</td>
</tr>
<tr>
<td>ART 242 Painting II-A</td>
<td>3</td>
</tr>
<tr>
<td>ART 243 Painting II-B</td>
<td>3</td>
</tr>
<tr>
<td>ART 251 Photography I-A</td>
<td>3</td>
</tr>
<tr>
<td>ART 252 Photography I-B</td>
<td>3</td>
</tr>
<tr>
<td>ART 255 Video Art</td>
<td>3</td>
</tr>
<tr>
<td>ART 256 Video Portfolio</td>
<td>3</td>
</tr>
<tr>
<td>ART 261 Electronic Imaging</td>
<td>3</td>
</tr>
<tr>
<td>ART 263 Web Site Design</td>
<td>3</td>
</tr>
<tr>
<td>ART 264 Flash Site Design</td>
<td>3</td>
</tr>
<tr>
<td>ART 268 Three-Dimensional Modeling</td>
<td>3</td>
</tr>
<tr>
<td>ART 269 Three-Dimensional Animation</td>
<td>3</td>
</tr>
<tr>
<td>ART 291 Fine Arts Seminar</td>
<td>3</td>
</tr>
<tr>
<td>ART 188 Art Studio Transfer course ②</td>
<td>3</td>
</tr>
<tr>
<td>ART 288 Art Studio Transfer course ②</td>
<td>3</td>
</tr>
</tbody>
</table>

OPTION ADVISOR

Paul Lindale, Office: S217, (413) 775-1241, email: lindale@gcc.mass.edu

54 www.gcc.mass.edu • (413) 775-1000
## Liberal Arts Option:

### Computer Science (LCS)

(MassTransfer Option)

**THE DEGREE:** Associate of Arts in Liberal Arts

**THE OPTION:** provides a base of liberal arts, mathematics, sciences, and computer courses to prepare a student for transfer to a baccalaureate degree program in Computer Science.

**YOUR NEXT STEP:** transfer to a baccalaureate degree institution in Computer Science.

### REQUIRED COURSES

<table>
<thead>
<tr>
<th>Course</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>CIS 150 Programming Principles and Concepts</td>
<td>3</td>
</tr>
<tr>
<td>CIS 251 Java Programming</td>
<td>3</td>
</tr>
<tr>
<td>CIS 252 C++ Programming</td>
<td>3</td>
</tr>
<tr>
<td>ENG 101, 103, or 105 English Composition I</td>
<td>3</td>
</tr>
<tr>
<td>ENG 112, 114, or 116 English Composition II</td>
<td>3</td>
</tr>
<tr>
<td>PCS 101 or 121 or 131 or 141 Personal</td>
<td>3</td>
</tr>
<tr>
<td>MAT 201 Calculus with Analytic Geometry I</td>
<td>4</td>
</tr>
<tr>
<td>MAT 202 Calculus with Analytic Geometry II</td>
<td>4</td>
</tr>
<tr>
<td>MAT 203 Multivariate Calculus</td>
<td>4</td>
</tr>
<tr>
<td>PHY 111 General Physics I with Calculus</td>
<td>4</td>
</tr>
<tr>
<td>PHY 112 General Physics II with Calculus</td>
<td>4</td>
</tr>
</tbody>
</table>

**Behavioral Sciences Core:**

- a) Select two courses from the following: ANT 103 or 104, ECO 101 or 102, EVS 101, POL 101, PSY 101, or SOC 101
- b) Select any additional course coded BC

**Humanities Core:**

- Select any additional course coded BC

One three-credit course from each of the following categories:

- a) History: any HIS course coded HC
- b) Literature: any 200 level ENG course
- c) A Humanities course with an HC advising code in: AHS, ASL, DAN, ENG, FLK, FRE, GGY, HIS, HUM, LAT, MUS, PHI, SPA, THE

**Program Electives - nine credits coded NC**

**TOTAL 65**

### OPTION ADVISOR

Dr. Thomas R. Simmons, Office: E132F, (413) 775-1482, email: simmonst@gcc.mass.edu
Academic Programs

Liberal Arts Option:
Dance (LAD)
(MassTransfer Option)

THE DEGREE: Associate of Arts in Liberal Arts

THE OPTION: provides a broad range of liberal arts studies with an elective emphasis on dance. Future careers may include performance, choreography, dance education, or dance therapy.

YOUR NEXT STEP: transfer to a baccalaureate degree institution

REQUIRED COURSES

<table>
<thead>
<tr>
<th>COURSE</th>
<th>CREDITS</th>
</tr>
</thead>
<tbody>
<tr>
<td>DAN 101 Introduction to Dance</td>
<td>3</td>
</tr>
<tr>
<td>DAN 120 Dance in Culture or DAN 121 Dance History</td>
<td>3</td>
</tr>
<tr>
<td>DAN 201 Dance Repertory Group: Mixed Company</td>
<td>3</td>
</tr>
<tr>
<td>ENG 101, 103, or 105 English Composition I</td>
<td>3</td>
</tr>
<tr>
<td>ENG 112, 114, or 116 English Composition II</td>
<td>3</td>
</tr>
<tr>
<td>PCS 101 or 121 or 131 or 141 Personal Communication Skills</td>
<td>3</td>
</tr>
</tbody>
</table>

Behavioral Sciences Core:

- Select two courses from the following: ANT 103 or 104, ECO 101 or 102, EVS 101, POL 101, or SOC 101
- Select any additional course coded BC

Humanities Core:

One three-credit course from each of the following categories:

- History: any HIS course coded HC
- Literature: any 200 level ENG course

Science/Math Core:

- Science: two 4-credit BIO, CHE, EGR, GEO, PHY, or SCI courses with NC advising codes
- Math: MAT course with NC advising code

Liberal Arts electives:

Dance electives:

TOTAL 62-63

DANCE ELECTIVES: To graduate with the Liberal Arts Dance option, students are required to complete 15 credits of dance electives. Selection must include at least two dance styles, and at least 3 credits at the 200 level.

<table>
<thead>
<tr>
<th>COURSE</th>
<th>CREDITS</th>
</tr>
</thead>
<tbody>
<tr>
<td>DAN 102 Pilates Mat Work</td>
<td>1</td>
</tr>
<tr>
<td>DAN 103 Jazz Dance I</td>
<td>1 to 3</td>
</tr>
<tr>
<td>DAN 104 Jazz Dance II</td>
<td>3</td>
</tr>
<tr>
<td>DAN 203 Jazz Dance III</td>
<td>3</td>
</tr>
<tr>
<td>DAN 204 Jazz Dance IV</td>
<td>3</td>
</tr>
<tr>
<td>DAN 105 African Dance I</td>
<td>1 to 3</td>
</tr>
<tr>
<td>DAN 106 African Dance II</td>
<td>3</td>
</tr>
<tr>
<td>DAN 205 African Dance III</td>
<td>3</td>
</tr>
<tr>
<td>DAN 206 African Dance IV</td>
<td>3</td>
</tr>
<tr>
<td>DAN 107 Ballet I</td>
<td>1 to 3</td>
</tr>
<tr>
<td>DAN 108 Ballet II</td>
<td>3</td>
</tr>
<tr>
<td>DAN 207 Ballet III</td>
<td>3</td>
</tr>
<tr>
<td>DAN 208 Ballet IV</td>
<td>3</td>
</tr>
<tr>
<td>DAN 111 Modern Dance I</td>
<td>1 to 3</td>
</tr>
<tr>
<td>DAN 112 Modern Dance II</td>
<td>3</td>
</tr>
<tr>
<td>DAN 211 Modern Dance III</td>
<td>3</td>
</tr>
<tr>
<td>DAN 212 Modern Dance IV</td>
<td>3</td>
</tr>
<tr>
<td>DAN 114 Tap Dance I</td>
<td>1 to 3</td>
</tr>
<tr>
<td>DAN 115 Tap Dance II</td>
<td>3</td>
</tr>
<tr>
<td>DAN 214 Tap Dance III</td>
<td>3</td>
</tr>
<tr>
<td>DAN 215 Tap Dance IV</td>
<td>3</td>
</tr>
<tr>
<td>DAN 116 Middle Eastern Dance I</td>
<td>1 to 3</td>
</tr>
<tr>
<td>DAN 117 Middle Eastern Dance II</td>
<td>3</td>
</tr>
<tr>
<td>DAN 216 Middle Eastern Dance III</td>
<td>3</td>
</tr>
<tr>
<td>DAN 217 Middle Eastern Dance IV</td>
<td>3</td>
</tr>
<tr>
<td>DAN 120 World Dance and Culture</td>
<td>3</td>
</tr>
<tr>
<td>DAN 121 Dance History</td>
<td>3</td>
</tr>
<tr>
<td>DAN 130 Choreography/Performance</td>
<td>3</td>
</tr>
<tr>
<td>DAN 183 Ballroom Dance: American Smooth Style</td>
<td>1</td>
</tr>
<tr>
<td>DAN 184 Ballroom Dance: Latin Style</td>
<td>1</td>
</tr>
</tbody>
</table>

① See Liberal Arts Program (page 52) for specific requirements.

OPTION ADVISOR
Sharon Arslanian, Office: E108, (413) 775-1262, email: arslanian@gcc.mass.edu
Liberal Arts Option:
   Economics (LES)
   (MassTransfer Option)

THE DEGREE: Associate of Arts in Liberal Arts

THE OPTION: provides a foundational course of study for those seeking to transfer to baccalaureate degree-awarding economics programs. The program provides a strong base in mathematics, liberal arts, foreign language, and social sciences.

YOUR NEXT STEP: transfer to a baccalaureate degree institution

REQUiRED COURSES

<table>
<thead>
<tr>
<th>Course</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>BUS 111 The Contemporary Business World</td>
<td>3</td>
</tr>
<tr>
<td>CIS 145 Relational Database Design and Application</td>
<td>3</td>
</tr>
<tr>
<td>ECO 101 Principles of Macroeconomics</td>
<td>3</td>
</tr>
<tr>
<td>ECO 102 Principles of Microeconomics</td>
<td>3</td>
</tr>
<tr>
<td>Economics Elective: any course coded ECO</td>
<td>3</td>
</tr>
<tr>
<td>ENG 101, 103, or 105 English Composition I</td>
<td>3</td>
</tr>
<tr>
<td>ENG 112, 114, or 116 English Composition II</td>
<td>3</td>
</tr>
<tr>
<td>Foreign Language: Any six credits beyond current proficiency</td>
<td>6</td>
</tr>
<tr>
<td>History: any HIS course coded HC</td>
<td>3</td>
</tr>
<tr>
<td>Literature: any 200 level ENG course</td>
<td>3</td>
</tr>
<tr>
<td>Math: Any two of the following: MAT 107, MAT 108, MAT 151, MAT 201, MAT 202</td>
<td>8</td>
</tr>
<tr>
<td>MAT 114 Introduction to Statistics</td>
<td>4</td>
</tr>
<tr>
<td>Personal Communication Skills: any course coded PCS</td>
<td>3</td>
</tr>
<tr>
<td>POL 101 American Politics</td>
<td>3</td>
</tr>
<tr>
<td>Science Core: two 4-credit BIO, CHE, EGR, GEO, PHY, or SCI courses with NC advising codes</td>
<td>8</td>
</tr>
<tr>
<td>Program Electives: any courses coded ACC, BUS, CIS, ECO, GGY, HIS, POL; any MAT courses level 200 or above; ANT 104</td>
<td>6</td>
</tr>
</tbody>
</table>

TOTAL 65

OPTION ADVISOR
Dr. Thomas R. Simmons, Office: E132F, (413) 775-1482, email: simmonst@gcc.mass.edu
Academic Programs

Liberal Arts Option:

Education (LEO)

(MassTransfer Option)

THE DEGREE: Associate of Arts in Liberal Arts
THE OPTION: provides a broad range of liberal arts studies with an emphasis on education.
YOUR NEXT STEP: transfer to a baccalaureate degree institution as preparation to teach in preschools and elementary schools.

REQUIRED COURSES

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>EDU 111</td>
<td>Introduction to Special Education</td>
<td>3</td>
</tr>
<tr>
<td>EDU 205</td>
<td>Philosophy of Education</td>
<td>3</td>
</tr>
<tr>
<td>ENG 101, 103, or 105</td>
<td>English Composition I</td>
<td>3</td>
</tr>
<tr>
<td>ENG 112, 114, or 116</td>
<td>English Composition II</td>
<td>3</td>
</tr>
<tr>
<td>ENG 205 British Literature I</td>
<td></td>
<td>3</td>
</tr>
<tr>
<td>ENG 205 British Literature II</td>
<td></td>
<td>3</td>
</tr>
<tr>
<td>ENG 241 Survey of Children's Literature</td>
<td></td>
<td>3</td>
</tr>
<tr>
<td>PCS 101 or 121 or 131 or 141</td>
<td>Personal Communication Skills</td>
<td>3</td>
</tr>
<tr>
<td>PSY 101 Principles of Psychology</td>
<td></td>
<td>3</td>
</tr>
<tr>
<td>PSY 233 Child Behavior and Development</td>
<td></td>
<td>3</td>
</tr>
<tr>
<td>ANT 104 Cultural Anthropology: Tribes, States and the Global System,</td>
<td>3</td>
<td></td>
</tr>
<tr>
<td>or GGY 101 Introduction to Geography</td>
<td></td>
<td>3</td>
</tr>
<tr>
<td>Choose one of the following</td>
<td></td>
<td>3</td>
</tr>
<tr>
<td>ECO 101 Principles of Macroeconomics,</td>
<td></td>
<td>3</td>
</tr>
<tr>
<td>or ECO 102 Principles of Microeconomics,</td>
<td></td>
<td>3</td>
</tr>
<tr>
<td>or POL 101 American Politics</td>
<td></td>
<td>3</td>
</tr>
<tr>
<td>HIS 101, 102, 105, or 106</td>
<td></td>
<td>3</td>
</tr>
<tr>
<td>Science Core</td>
<td></td>
<td>8</td>
</tr>
<tr>
<td>MAT 117 Mathematical Problem Solving</td>
<td></td>
<td>3 or 4</td>
</tr>
<tr>
<td>MAT 114 Introduction to Statistics</td>
<td></td>
<td>3 or 4</td>
</tr>
<tr>
<td>Liberal Arts Electives: (Consult with Education Faculty)</td>
<td></td>
<td>10</td>
</tr>
</tbody>
</table>

TOTAL 61 OR 62

Students participating in this program must undergo a Criminal Offender Record Information (CORI) check. For more information please refer to page 9.

See Liberal Arts Program (page 52) for specific requirements.

OPTION ADVISOR

Sharon Roth, Office: E116N, (413) 775-1118, email: roth@gcc.mass.edu
Liberal Arts Option:

**English (LAE)**

*(MassTransfer Option)*

**THE DEGREE:** Associate of Arts in Liberal Arts

**THE OPTION:** offers the opportunity to study literature and to write and think critically and creatively. It provides a strong foundation for students considering a major or minor in English.

**YOUR NEXT STEP:** transfer to a baccalaureate degree institution. Future careers may include writing, editing, publishing, education, public relations, advertising, business, media communications, information technology, law, and politics.

**REQUIRED COURSES**

<table>
<thead>
<tr>
<th>Course</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>English Composition I (ENG 101, 103, or 105)</td>
<td>3</td>
</tr>
<tr>
<td>English Composition II (ENG 112, 114, or 116)</td>
<td>3</td>
</tr>
<tr>
<td>PCS 101 or 121 or 131 or 141 Personal Communication Skills</td>
<td>3</td>
</tr>
<tr>
<td>Behavioral Sciences Core:</td>
<td>9</td>
</tr>
<tr>
<td>a) Select two courses from the following: ANT 103 or 104, ECO 101 or 102, EVS 101, POL 101, PSY 101, or SOC 101</td>
<td></td>
</tr>
<tr>
<td>b) Select any additional course coded BC</td>
<td></td>
</tr>
<tr>
<td>Humanities Core:</td>
<td>6</td>
</tr>
<tr>
<td>a) History: any HIS course coded HC</td>
<td></td>
</tr>
<tr>
<td>b) A Humanities course with an HC advising code in: AHIS, ASL, DAN, ENG, FLK, FRE, GGY, HIS, HUM, LAT, MUS, PHI, SPA, THE</td>
<td></td>
</tr>
<tr>
<td>Science/Math Core:</td>
<td>11-12</td>
</tr>
<tr>
<td>a) Science: two 4-credit BIO, CHE, EGR, GEO, PHY, or SCI courses with NC advising codes</td>
<td></td>
</tr>
<tr>
<td>b) Math: MAT course with NC advising code</td>
<td></td>
</tr>
<tr>
<td>General Electives:</td>
<td>7</td>
</tr>
</tbody>
</table>

Elective requirements in this program can be satisfied by the completion of any course coded A, BC, HC, NC, BL, HL, NL, L, and X.

**ENGLISH ELECTIVES** *(18 credits are required)*

Choose two (2) to four (4) courses from each column for a total of 18 credits

<table>
<thead>
<tr>
<th>Column A</th>
<th>Column B</th>
</tr>
</thead>
<tbody>
<tr>
<td>ENG 201 Western Literature I</td>
<td>ENG 207 Creative Writing and Literature: Themes and Methods</td>
</tr>
<tr>
<td>ENG 202 Western Literature II</td>
<td>ENG 208 Creative Writing and Literature: Studies in Genre</td>
</tr>
<tr>
<td>ENG 203 American Literature I</td>
<td>ENG 210 Creative Nonfiction</td>
</tr>
<tr>
<td>ENG 204 American Literature II</td>
<td>ENG 211 Modern Novel</td>
</tr>
<tr>
<td>ENG 205 British Literature I</td>
<td>ENG 212 Graphic Novel</td>
</tr>
<tr>
<td>ENG 206 British Literature II</td>
<td>ENG 224 Technology and Literature</td>
</tr>
<tr>
<td>ENG 219 Ethnic Literature</td>
<td>ENG 229 Gothic Literature</td>
</tr>
<tr>
<td>ENG 221 Shakespeare</td>
<td>ENG 240 Special Topics in Literature</td>
</tr>
<tr>
<td>ENG 228 Queer Literature</td>
<td>ENG 241 Survey of Children's Literature</td>
</tr>
<tr>
<td>ENG 229 Survey of Latin American Literature</td>
<td>ENG 243 Modern Poetry</td>
</tr>
<tr>
<td>ENG 247 Women in Literature I</td>
<td>ENG 253 Valley/American Literature</td>
</tr>
<tr>
<td>ENG 248 Women in Literature II</td>
<td>ENG 261 The Short Story</td>
</tr>
<tr>
<td>ENG 262 The Short Story</td>
<td>FLK 218 Storytelling</td>
</tr>
</tbody>
</table>

Other English courses may be accepted with the approval of the Program Coordinator.

**OPTION ADVISOR**

Lillian Ruiz, Office: N315, (413) 775-1236, email: ruiz@gcc.mass.edu
**Liberal Arts Option:**

**Environmental Studies/Natural Resources (LEN)**

*(MassTransfer Option)*

**THE DEGREE:** Associate of Arts in Liberal Arts

**THE OPTION:** provides a background in environmental studies with course work geared toward transfer requirements for a four-year baccalaureate degree environmental science program.

**YOUR NEXT STEP:** transfer to a baccalaureate degree institution.

**REQUIRED COURSES**

<table>
<thead>
<tr>
<th>Course</th>
<th>CREDITS</th>
</tr>
</thead>
<tbody>
<tr>
<td>BIO 126 Biology I</td>
<td>4</td>
</tr>
<tr>
<td>BIO 127 Biology II</td>
<td>4</td>
</tr>
<tr>
<td>BIO 103 Ecology or BIO 104 Natural History or BIO 122 Freshwater Ecology</td>
<td>4</td>
</tr>
<tr>
<td>BIO 120 Introduction to Environmental Science</td>
<td>4</td>
</tr>
<tr>
<td>CHE 111 General Chemistry I &amp; CHE 112 General Chemistry II</td>
<td>4</td>
</tr>
<tr>
<td>ECO 113 Environmental Economics</td>
<td>3</td>
</tr>
<tr>
<td>ENG 101, 103, or 105 English Composition I</td>
<td>3</td>
</tr>
<tr>
<td>ENG 112, 114, or 116 English Composition II</td>
<td>3</td>
</tr>
<tr>
<td>EVS 101 Environmental Studies: Issues in Sustainability</td>
<td>3</td>
</tr>
<tr>
<td>MAT 107 College Algebra or MAT 114 Introduction to Statistics</td>
<td>4</td>
</tr>
<tr>
<td>PCS 101 or 121 or 131 or 141 Personal Communication Skills</td>
<td>3</td>
</tr>
<tr>
<td>Any two of GEO, BIO, SCI, MAT, EGR (coded NC) or CHE course</td>
<td>6-8</td>
</tr>
<tr>
<td>Behavioral Science Core</td>
<td>3</td>
</tr>
<tr>
<td>One three credit course from the following: ANT 103, ANT 104, POL 101, PSY 101, or SOC 101</td>
<td>3</td>
</tr>
<tr>
<td>Humanities Core</td>
<td>9</td>
</tr>
</tbody>
</table>

**Total Credits: 60-62**

**OPTION ADVISOR**

Brian Adams, Office: S410, (413) 775-1454, email: adams@gcc.mass.edu
Liberal Arts Option:

Food Science (LFO)

(MassTransfer Option)

THE DEGREE: Associate of Arts in Liberal Arts

THE OPTION: provides a strong two-year program in food science or food science engineering, similar to the first two years of a university program.

YOUR NEXT STEP: transfer to a baccalaureate degree institution as a major in food science, food science engineering, or, with modification, nutrition.

REQUIRED COURSES

<table>
<thead>
<tr>
<th>Course</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>BIO 130 Human Nutrition</td>
<td>3</td>
</tr>
<tr>
<td>BIO 194 Comprehensive Anatomy and Physiology I</td>
<td>4</td>
</tr>
<tr>
<td>BIO 205 Microbiology</td>
<td>4</td>
</tr>
<tr>
<td>CHE 111 General Chemistry I</td>
<td>4</td>
</tr>
<tr>
<td>CHE 112 General Chemistry II</td>
<td>4</td>
</tr>
<tr>
<td>CIS 140 Microcomputer Software Tools I</td>
<td>3</td>
</tr>
<tr>
<td>ENG 101, 103, or 105 English Composition I</td>
<td>3</td>
</tr>
<tr>
<td>ENG 112, 114, or 116 English Composition II</td>
<td>3</td>
</tr>
<tr>
<td>MAT 108 Precalculus</td>
<td>4</td>
</tr>
<tr>
<td>PHY 101 General Physics I</td>
<td>4</td>
</tr>
<tr>
<td>PHY 102 General Physics II</td>
<td>4</td>
</tr>
<tr>
<td>PCS 101 or 121 or 131 or 141 Personal Communication Skills</td>
<td>3</td>
</tr>
</tbody>
</table>

Behavioral Sciences Core: .............................................. 9

a) Select two courses from the following: ANT 103 or 104, ECO 101 or 102, EVS 101, POL 101, PSY 101, or SOC 101

b) Select any additional course coded BC

Humanities Core: ................................................................................................................................. 9

One three-credit course from each of the following categories:

a) History: any HIS course coded HC

b) Literature: any 200 level ENG course

c) A Humanities course with an HC advising code in: AHS, ASL, DAN, ENG, FLK, FRE, GGY, HIS, HUM, LAT, MUS, PHI, SPA, THE

TOTAL 61

OPTION ADVISOR

Mary Ellen Fydenkevez, Office: S411, (413) 775-1469, email: fydenkevez@gcc.mass.edu
Liberal Arts Option:
Gender and Women’s Studies (LGW)
(MassTransfer Option)

THE DEGREE: Associate of Arts in Liberal Arts

THE OPTION: offers an opportunity to understand various academic disciplines through the material, social, and cultural experiences of women and through the concept and context of gender as it applies to the sexes and frames the way we make sense of the world. The program provides a focus for students interested in gender and women’s studies within the framework of the traditional skills and content of a liberal arts education.

YOUR NEXT STEP: transfer to a baccalaureate degree institution to study any liberal arts discipline, women’s studies, gender studies, queer studies, interdisciplinary studies, or related fields.

REQUIRED COURSES

<table>
<thead>
<tr>
<th>COURSE</th>
<th>CREDITS</th>
</tr>
</thead>
<tbody>
<tr>
<td>ENG 101, 103, or 105 English Composition I</td>
<td>3</td>
</tr>
<tr>
<td>ENG 112, 114, or 116 English Composition II</td>
<td>3</td>
</tr>
<tr>
<td>PCS 101 or 121 or 131 or 141 Personal Communication Skills</td>
<td>3</td>
</tr>
<tr>
<td>WST 115 Introduction to Women’s Studies</td>
<td>3</td>
</tr>
<tr>
<td>Behavioral Science Core</td>
<td>9</td>
</tr>
<tr>
<td>a) choose two of the following: ANT 103 or ANT 104, ECO 101 or ECO 102, EVS 101, POL 101, PSY 101, SOC 101</td>
<td></td>
</tr>
<tr>
<td>b) any additional 200-level course coded BC (recommended PSY 225, SOC 203, SOC 206)</td>
<td>3</td>
</tr>
<tr>
<td>Humanities Core</td>
<td>9</td>
</tr>
<tr>
<td>a) History: any HIS course coded HC (recommended HIS 131)</td>
<td>3</td>
</tr>
<tr>
<td>b) Choose one course: ENG 228 or ENG 247 or ENG 248</td>
<td>3</td>
</tr>
<tr>
<td>c) A Humanities course with an HC advising code in: AHS, ASL, DAN, ENG, FLK, FRE, GGY, HIS, HUM, LAT, MUS, PHI, SPA, THE</td>
<td>3</td>
</tr>
<tr>
<td>Science/Math Core</td>
<td>11-12</td>
</tr>
<tr>
<td>a) Science: two four-credit BIO, CHE, EGR, GEO, PHY, or SCI courses coded NC</td>
<td>3</td>
</tr>
<tr>
<td>b) Math: MAT course coded NC</td>
<td>3</td>
</tr>
<tr>
<td>Electives(1)</td>
<td>7</td>
</tr>
<tr>
<td>Gender and Women’s Studies Electives</td>
<td>9</td>
</tr>
<tr>
<td>Gender and Women’s Studies Social and Cultural Diversity Elective</td>
<td>3</td>
</tr>
</tbody>
</table>

TOTAL 60-61

GENDER AND WOMEN’S STUDIES ELECTIVES
(if not already used to fulfill required courses)

Select three (3) from the following list:

<table>
<thead>
<tr>
<th>COURSE</th>
<th>CREDITS</th>
</tr>
</thead>
<tbody>
<tr>
<td>ENG 228 Queer Literature</td>
<td>3</td>
</tr>
<tr>
<td>ENG 247 Women in Literature I</td>
<td>3</td>
</tr>
<tr>
<td>ENG 248 Women in Literature II</td>
<td>3</td>
</tr>
<tr>
<td>EVS 121 Gender and the Environment</td>
<td>3</td>
</tr>
<tr>
<td>HIS 131 Women in American History</td>
<td>3</td>
</tr>
<tr>
<td>HUM 119 Women in the Pioneer Valley</td>
<td>3</td>
</tr>
<tr>
<td>PSY 225 Psychology of Women</td>
<td>3</td>
</tr>
<tr>
<td>SOC 206 Sociology of Human Sexuality</td>
<td>3</td>
</tr>
<tr>
<td>SOC 208 Sociology of Gender</td>
<td>3</td>
</tr>
</tbody>
</table>

GENDER AND WOMEN’S STUDIES SOCIAL AND CULTURAL DIVERSITY ELECTIVE

Select one course from the following:

<table>
<thead>
<tr>
<th>COURSE</th>
<th>CREDITS</th>
</tr>
</thead>
<tbody>
<tr>
<td>EDU 103 Creative Experiences in</td>
<td>3</td>
</tr>
<tr>
<td>Art, Music, Drama, and Dance</td>
<td>3</td>
</tr>
<tr>
<td>EDU 205 Philosophy of Education</td>
<td>3</td>
</tr>
<tr>
<td>ENG 241 Survey of Children's Literature</td>
<td>3</td>
</tr>
<tr>
<td>GGY 101 Introduction to Geography</td>
<td>3</td>
</tr>
<tr>
<td>HUM 153 Media and Popular Culture</td>
<td>3</td>
</tr>
<tr>
<td>PHI 206 Environmental Ethics</td>
<td>3</td>
</tr>
<tr>
<td>PSY 214 Psychology of Peace,</td>
<td>3</td>
</tr>
<tr>
<td>Conflict, and Violence</td>
<td>3</td>
</tr>
<tr>
<td>SOC 203 Sociology of the Family</td>
<td>3</td>
</tr>
<tr>
<td>Any course that meets the University of Massachusetts social and cultural diversity requirement, marked with an * in the GCC Catalog</td>
<td>3</td>
</tr>
</tbody>
</table>

(1) See Liberal Arts Program (page 52) for specific requirements.

OPTION ADVISORS

Dr. Anne M. Wiley, Office: E116N, (413) 775-1132, email: wiley@gcc.mass.edu
Joanne McNeil Hayes, Office: N316, (413) 775-1230, email: hayes@gcc.mass.edu
Liberal Arts Option:

Healing Arts (LHA)  
(MassTransfer Option)

THE DEGREE: Associate of Arts in Liberal Arts

THE OPTION: enables graduates of the Stillpoint Center School of Massage, Inc. and the Stillpoint Massage Therapy Program at GCC to get credit for their studies toward an Associate of Arts degree from GCC. The program provides a broad range of general studies in the behavioral sciences, the natural sciences, the humanities, and business.

YOUR NEXT STEP: practice therapeutic massage as a business owner/manager, secure an entry-level position with an existing provider group, or transfer to a baccalaureate program or professional institution.

REQUIRED COURSES CREDITS

<table>
<thead>
<tr>
<th>Course</th>
<th>Description</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>HAO 101</td>
<td>Healing Arts or courses with MTC prefix</td>
<td>12</td>
</tr>
<tr>
<td>ACC 121</td>
<td>Principles of Financial Accounting I or BUS 105</td>
<td>3-4</td>
</tr>
<tr>
<td>BUS 111</td>
<td>The Contemporary Business World</td>
<td>3</td>
</tr>
<tr>
<td>ENG 101, 103, or 105</td>
<td>English Composition I</td>
<td>3</td>
</tr>
<tr>
<td>ENG 112, 114, or 116</td>
<td>English Composition II</td>
<td>3</td>
</tr>
<tr>
<td>PCS 101 or 121 or 131 or 141</td>
<td>Personal Communication Skills</td>
<td>3</td>
</tr>
<tr>
<td>PSY 101</td>
<td>Principles of Psychology</td>
<td>3</td>
</tr>
<tr>
<td>PSY 217</td>
<td>Human Growth and Development</td>
<td>3</td>
</tr>
<tr>
<td>Any additional course coded BC</td>
<td>3</td>
<td></td>
</tr>
<tr>
<td>Humanities Core</td>
<td>9</td>
<td></td>
</tr>
<tr>
<td>Science/Math Core</td>
<td>11-12</td>
<td></td>
</tr>
<tr>
<td>Electives other than “X” or “A” coded courses</td>
<td>9</td>
<td></td>
</tr>
</tbody>
</table>

TOTAL 65-67

① Indicates that only students who have completed the MTC certificate may matriculate into the Healing Arts option.
② Awarded to Stillpoint Center School of Massage graduates after successful completion of 15 liberal arts credits at GCC.

OPTION ADVISOR

Patricia A. Wachter, Office: D312, (413) 775-1634, email: wachter@gcc.mass.edu

Greenfield Community College Catalog • 2010–2011
Liberal Arts Option:

Health Fitness and Wellness (LHF)

(MassTransfer Option)

This program is undergoing review and is not currently accepting new students.

THE DEGREE: Associate of Arts in Liberal Arts

THE OPTION: provides a broad range of liberal arts studies with health fitness and wellness offerings.

YOUR NEXT STEP: transfer to the Bachelor of Science Degree Program in Movement Science at Westfield State College or any similar program at another institution. Future careers may include health club manager/director, personal trainer, exercise physiologist, fitness specialist, wellness program coordinator, and director of strength and conditioning.

REQUIRED COURSES

<table>
<thead>
<tr>
<th>Course</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>BIO 195 Human Anatomy and Physiology I</td>
<td>4</td>
</tr>
<tr>
<td>BIO 196 Human Anatomy and Physiology II</td>
<td>4</td>
</tr>
<tr>
<td>BIO 130 Human Nutrition</td>
<td>3</td>
</tr>
<tr>
<td>ENG 101, 103, or 105 English Composition I</td>
<td>3</td>
</tr>
<tr>
<td>ENG 112, 114, or 116 English Composition II</td>
<td>3</td>
</tr>
<tr>
<td>PCS 101 or 121 or 131 or 141 Personal Communication Skills</td>
<td>3</td>
</tr>
<tr>
<td>LED 156 Strength Training</td>
<td>1</td>
</tr>
<tr>
<td>LED 157 Aerobics</td>
<td>1</td>
</tr>
<tr>
<td>HFW 100 Survey of Movement Science</td>
<td>1</td>
</tr>
<tr>
<td>HFW 101 Introduction to Exercise Science</td>
<td>3</td>
</tr>
<tr>
<td>HFW 103 Principles of Health and Well-Being</td>
<td>3</td>
</tr>
<tr>
<td>HFW 104 Foundations of Movement Science I</td>
<td>3</td>
</tr>
<tr>
<td>HFW 105 Foundations of Movement Science II</td>
<td>3</td>
</tr>
<tr>
<td>Behavioral Sciences Core</td>
<td>9</td>
</tr>
<tr>
<td>Humanities Core:</td>
<td>9</td>
</tr>
<tr>
<td>Math Core:</td>
<td>3-4</td>
</tr>
</tbody>
</table>

TOTAL 60-61

OPTION CONTACT

Bob Barba, Office: D103, (413) 775-1606, email: barba@gcc.mass.edu
Liberal Arts Option:

Health Science (LAH)
(MassTransfer Option)

THE DEGREE: Associate of Arts in Liberal Arts

THE OPTION: provides a foundation in the liberal arts with an emphasis on preparation for continued study in the health science field. The program includes an exploration of health careers, as well as basic science courses necessary for many health occupation programs.

YOUR NEXT STEP: transfer to a certificate or associate degree health occupation program such as medical technology, clinical laboratory science, radiologic technology, public health, occupational therapy, physical therapy, or emergency management science, or a bachelor’s degree program in health science.

REQUIRED COURSES:

<table>
<thead>
<tr>
<th>Course</th>
<th>CREDITS</th>
</tr>
</thead>
<tbody>
<tr>
<td>ENG 101, 103, or 105 English Composition I</td>
<td>3</td>
</tr>
<tr>
<td>ENG 112, 114, or 116 English Composition II</td>
<td>3</td>
</tr>
<tr>
<td>PCS 101, 121, 131, or 141 Personal Communication Skills</td>
<td>3</td>
</tr>
<tr>
<td>HUD 127 Survey of Health Careers ➀ or EMS, MTC, or NUR credits</td>
<td>2</td>
</tr>
<tr>
<td>Behavioral Science Core: ➁</td>
<td>9</td>
</tr>
<tr>
<td>a) PSY 101 Principles of Psychology</td>
<td></td>
</tr>
<tr>
<td>b) Select one course from the following ANT 103 or 104, ECO 101 or 102, EVS 101, POL 101, or SOC 101 ➄</td>
<td></td>
</tr>
<tr>
<td>c) Select any additional course with a BC advising code ➄</td>
<td></td>
</tr>
<tr>
<td>Humanities Core ➄</td>
<td>9</td>
</tr>
<tr>
<td>One three credit course from each of the following categories:</td>
<td></td>
</tr>
<tr>
<td>a) History: any HIS course with an HC advising code</td>
<td></td>
</tr>
<tr>
<td>b) Literature: any 200-level ENG course</td>
<td></td>
</tr>
<tr>
<td>c) A Humanities course with an HC advising code in: AHS, ASL, DAN, ENG, FLK, FRE, GGY, HIS, HUM, LAT, MUS, PHI, SPA, THE</td>
<td></td>
</tr>
<tr>
<td>Science/ Math Core ➄</td>
<td>11-12</td>
</tr>
<tr>
<td>a) Science: two 4-credit BIO, CHE, or PHY courses with NC advising codes ➄</td>
<td></td>
</tr>
<tr>
<td>b) Math: MAT course with NC advising codes (MAT 114 or MAT 151 recommended) ➄</td>
<td></td>
</tr>
<tr>
<td>Electives ➄</td>
<td>20</td>
</tr>
</tbody>
</table>

TOTAL 60-61

Work closely with your advisor to select electives most appropriate for meeting your career objectives and transfer institution’s requirements.

➀ HUD 127 will be taken in the first year as a LAH major.

➁ Behavioral science, science, math and elective courses will be chosen in consultation with your academic advisor and in consideration of the requirements for your career program or transfer institution.

➄ See Liberal Arts Program (page 52) for specific requirements.

OPTION ADVISOR
Lou Peugh, Office: N214, (413) 775-1848, email: peugh@gcc.mass.edu
Academic Programs

Liberal Arts Option:
Hospitality and Tourism Management (LHT)
(MassTransfer Option)

THE DEGREE: Associate of Arts in Liberal Arts

THE OPTION: provides a foundational course of study for those seeking to transfer to baccalaureate degree-awarding hospitality programs. The program combines a strong base in both business and liberal arts.

YOUR NEXT STEP: Transfer to a baccalaureate degree institution.

REQUIRED COURSES

<table>
<thead>
<tr>
<th>COURSE</th>
<th>CREDITS</th>
</tr>
</thead>
<tbody>
<tr>
<td>ACC 121 Principles of Financial Accounting I or ACC 151 Concepts of Financial Accounting I</td>
<td>3 or 4</td>
</tr>
<tr>
<td>ACC 122 Principles of Financial Accounting I or ACC 152 Concepts of Financial Accounting I</td>
<td>3 or 4</td>
</tr>
<tr>
<td>BIO 130 Human Nutrition</td>
<td>3</td>
</tr>
<tr>
<td>BUS 111 The Contemporary Business World</td>
<td>3</td>
</tr>
<tr>
<td>BUS 112 Introduction to Hospitality and Tourism</td>
<td>3</td>
</tr>
<tr>
<td>BUS 209 Principles of Marketing</td>
<td>3</td>
</tr>
<tr>
<td>ECO 101 Principles of Macroeconomics</td>
<td>3</td>
</tr>
<tr>
<td>ECO 102 Principles of Microeconomics</td>
<td>3</td>
</tr>
<tr>
<td>ENG 101, 103, or 105 English Composition I</td>
<td>3</td>
</tr>
<tr>
<td>ENG 112, 114, or 116 English Composition II</td>
<td>3</td>
</tr>
<tr>
<td>History: any HIS course coded HC</td>
<td>3</td>
</tr>
<tr>
<td>Literature: any 200 level ENG course</td>
<td>3</td>
</tr>
<tr>
<td>GGY 101 Introduction to Geography or any Foreign Language coded HC</td>
<td>3-4</td>
</tr>
<tr>
<td>Behavioral Science Elective: any course coded BC</td>
<td>3</td>
</tr>
<tr>
<td>MAT 114 Introduction to Statistics</td>
<td>4</td>
</tr>
<tr>
<td>Personal Communication: any course coded PCS</td>
<td>3</td>
</tr>
<tr>
<td>Science Core: two, 4-credit BIO, CHE, EGR, GEO, PHY or SCI courses with NC advising code</td>
<td>8</td>
</tr>
<tr>
<td>Program Elective: Any course coded ACC, BUS, CIS, ECO, or MAT</td>
<td>3</td>
</tr>
<tr>
<td>General Elective</td>
<td>3</td>
</tr>
</tbody>
</table>

TOTAL 63-66

Note: Students must earn a grade of C or better in BUS 112, MAT 114, and ECO 101 or ECO 102 for admission to the Hospitality and Tourism Management program at the University of Massachusetts at Amherst.

OPTION ADVISOR
Dr. Thomas R. Simmons, Office: E132F, (413)775-1482, email: simmonst@gcc.mass.edu
Liberal Arts Option:

Human Services (LHS)
(MassTransfer Option)

THE DEGREE: Associate of Arts in Liberal Arts

THE OPTION: provides a broad range of studies in the core curriculum and human services offerings.

YOUR NEXT STEP: transfer to a baccalaureate degree institution.

REQUIRED COURSES CREDITS

<table>
<thead>
<tr>
<th>Course</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>ENG 101, 103, or 105 English Composition I</td>
<td>3</td>
</tr>
<tr>
<td>ENG 112, 114, or 116 English Composition II</td>
<td>3</td>
</tr>
<tr>
<td>HSV 101 Introduction to Human Services</td>
<td>3</td>
</tr>
<tr>
<td>HSV 115 The Helping Relationship</td>
<td>3</td>
</tr>
<tr>
<td>HSV 205 Case Management Practices</td>
<td>3</td>
</tr>
<tr>
<td>HSV 215 Counseling Skills</td>
<td>3</td>
</tr>
<tr>
<td>HSV 271 Practicum in Human Services</td>
<td>4</td>
</tr>
<tr>
<td>PSY 101 Principles of Psychology</td>
<td>3</td>
</tr>
<tr>
<td>PSY 217 Human Growth and Development</td>
<td>3</td>
</tr>
<tr>
<td>PCS 101 or 121 or 131 or 141 Personal Communication Skills</td>
<td>3</td>
</tr>
<tr>
<td>Human Services Electives</td>
<td>6</td>
</tr>
<tr>
<td>Select two courses from the following: PSJ 120, PSY 209, PSY 214, PSY 215, PSY 225, PSY 227, PSY 277, any course coded ANT, SOC, HSV, CR</td>
<td>2</td>
</tr>
</tbody>
</table>

Humanities Core: ..................................................................................................................................................................................................9

- One three-credit course from each of the following categories:
  a) History: any HIS course coded HC
  b) Literature: any 200 level ENG course
  c) A Humanities course with an HC advising code in: AHS, ASL, DAN, ENG, FLK, FRE, GGY, HIS, HUM, LAT, MUS, PHI, SPA, THE

Science/Math Core:.....................................................................................................................................................................................11-12

- Science: two 4-credit BIO, CHE, EGR, GEO, PHY, or SCI courses with NC advising codes
- Math: MAT course with NC advising code

Elective(1)........................................................................................................................................................................................................3

TOTAL  63-64

Students participating in this program must undergo a Criminal Offender Record Information (CORI) check. For more information please refer to page 9.

(1) See Liberal Arts Program (page 52) for specific requirements.

OPTION ADVISOR

Abigail Jenks, Office: E132U, (413) 775-1127, email: jenks@gcc.mass.edu
Academic Programs

Liberal Arts Option:
International Studies (LIS)
(MassTransfer Option)

THE DEGREE: Associate of Arts in Liberal Arts

THE OPTION: provides an introduction to the broad area of international studies, examining culture, history, literature, and society from a global perspective. Helps prepare students for careers in international fields.

YOUR NEXT STEP: transfer to a baccalaureate degree institution.

REQUIRED COURSES

<table>
<thead>
<tr>
<th>COURSE</th>
<th>CREDITS</th>
</tr>
</thead>
<tbody>
<tr>
<td>ANT 104 Cultural Anthropology: Tribes, States and the Global System, or ECO 101 Principles of Macroeconomics</td>
<td>3</td>
</tr>
<tr>
<td>ENG 101, 103, or 105 English Composition I</td>
<td>3</td>
</tr>
<tr>
<td>ENG 112, 114, or 116 English Composition II</td>
<td>3</td>
</tr>
<tr>
<td>Literature: any 200 level ENG course (recommended: ENG 235 Survey of Latin American Literature)</td>
<td>3</td>
</tr>
<tr>
<td>HIS 129 Introduction to Modern Africa</td>
<td>3</td>
</tr>
<tr>
<td>POL 103 Comparative Politics, or POL 105 International Politics</td>
<td>3</td>
</tr>
<tr>
<td>PCS 101 or 121 or 131 or 141 Personal Communication Skills</td>
<td>3</td>
</tr>
<tr>
<td>Language (any combination of courses coded ASL, FRE, LAT, SPA)</td>
<td>8</td>
</tr>
<tr>
<td>Any additional course coded BC (recommended: ECO 129 Global Trade and Development)</td>
<td>3</td>
</tr>
<tr>
<td>Science/Math Core:</td>
<td>11-12</td>
</tr>
<tr>
<td>a) Science: two 4-credit BIO, CHE, EGR, GEO, PHY, or SCI courses with NC advising codes</td>
<td></td>
</tr>
<tr>
<td>b) Math: MAT course with NC advising code</td>
<td></td>
</tr>
<tr>
<td>General electives</td>
<td>6</td>
</tr>
<tr>
<td>International Studies electives</td>
<td>12</td>
</tr>
</tbody>
</table>

TOTAL 61-62

INTERNATIONAL STUDIES ELECTIVES:
(if not already used to fulfill required courses; select from at least 2 subject areas)

<table>
<thead>
<tr>
<th>COURSE</th>
<th>CREDITS</th>
</tr>
</thead>
<tbody>
<tr>
<td>ANT 104 Introduction to Cultural Anthropology</td>
<td>3</td>
</tr>
<tr>
<td>AHS 101 Art History Survey I</td>
<td>3</td>
</tr>
<tr>
<td>AHS 102 Art History Survey II</td>
<td>3</td>
</tr>
<tr>
<td>DAN 105 or 106 African Dance I or II</td>
<td>3</td>
</tr>
<tr>
<td>DAN 205 or 206 African Dance III or IV</td>
<td>3</td>
</tr>
<tr>
<td>DAN 116 or 117 Middle Eastern Dance I or II</td>
<td>3</td>
</tr>
<tr>
<td>DAN 120 Dance in Culture</td>
<td>3</td>
</tr>
<tr>
<td>ECO 129 Global Trade and Development</td>
<td>3</td>
</tr>
<tr>
<td>ENG 219 Ethnic Literature</td>
<td>3</td>
</tr>
<tr>
<td>ENG 235 Survey of Latin American Literature</td>
<td>3</td>
</tr>
<tr>
<td>Language (any combination of courses coded ASL, FRE, LAT, SPA)</td>
<td>4</td>
</tr>
<tr>
<td>HIS 106 History of the American People Since 1865</td>
<td>3</td>
</tr>
<tr>
<td>HIS 129 Introduction to Modern Africa</td>
<td>3</td>
</tr>
<tr>
<td>MUS 128 World Music Ensemble</td>
<td>2</td>
</tr>
<tr>
<td>MUS 137 World Music and Cultures</td>
<td>3</td>
</tr>
<tr>
<td>POL 103 Comparative Politics</td>
<td>3</td>
</tr>
<tr>
<td>POL 105 International Politics</td>
<td>3</td>
</tr>
<tr>
<td>POL 205 American Foreign Policy</td>
<td>3</td>
</tr>
</tbody>
</table>

① See Liberal Arts Program (page 52) for specific requirements.

OPTION ADVISOR
Dovi Afesi, Office: N321, (413) 775-1255, email: afesi@gcc.mass.edu
Liberal Arts Option:

Math-Science (LMO)
(MassTransfer Option)

THE DEGREE: Associate of Arts in Liberal Arts

THE OPTION: is designed for students who plan to transfer to a baccalaureate degree institution as a math or science major, or into a pre-professional program.

YOUR NEXT STEP: transfer to a baccalaureate degree institution.

REQUIRED COURSES CREDITS

ENG 101, 103, or 105 English Composition I ......................................................................................................................................3
ENG 112, 114, or 116 English Composition II ....................................................................................................................................3
PCS 101 or 121 or 131 or 141 Personal Communication Skills.........................................................................................................3
MAT 107, 108, 201, 202 (at least 2) ..........................................................................................................................................................8
Behavioral Sciences Core: ................................................................................................................................................................................9
a) Select two courses from the following: ANT 103 or 104, ECO 101 or 102, EVS 101, POL 101, PSY 101, or SOC 101
b) Select any additional course coded BC

Humanities Core: ..................................................................................................................................................................................................9

One three-credit course from each of the following categories:

a) History: any HIS course coded HC
b) Literature: any 200 level ENG course
c) A Humanities course with an MC advising code in: AHS, ASL, DAN, ENG, FLK, FRE, GGY, HIS, HUM, LAT, MUS, PHI, SPA, THE

Math-Science Electives(1) ..................................................................................................................................................................................16
Program Electives(2) .......................................................................................................................................................................................11

TOTAL 62

Note: Work closely with your advisor to select electives most appropriate for meeting your next academic steps and career objectives.

(1) Math-Science Electives (16 credits): Select two 4-credit courses with NC Advising Code, from any two of the following: BIO, CHE, EGR, GEO, PHY, SCI, or MAT (the Math must be 201 or higher).

(2) Program Electives (11 credits): Select courses from among those that have an NC Advising Code, or an EGR prefix, or are 200 level CIS programming courses.

OPTION ADVISOR
Dr. Sandra A. Gokey, Office: N414, (413) 775-1447, email: gokey@gcc.mass.edu
Liberal Arts Option:

Music (LMU)

(MassTransfer Option)

THE DEGREE: Associate of Arts in Liberal Arts

THE OPTION: combines a broad range of liberal arts studies with an elective emphasis on music that can be tailored to student interests. The program provides a strong foundation in music theory, music history, instrumental study, and ensemble performance. Numerous opportunities exist for exploring world music and music technology.

YOUR NEXT STEP: transfer to a four-year college or seek professional employment. Your future career may include work in performing, composing, teaching, audio production, music therapy, commercial music, artist management, and non-profit arts administration.

REQUIRED COURSES

<table>
<thead>
<tr>
<th>Course</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>MUS 230 Applied Music (2 credit lessons on primary instrument, 4 semesters)</td>
<td>8</td>
</tr>
<tr>
<td>MUS 231 Recital Participation (4 semesters)</td>
<td>0</td>
</tr>
<tr>
<td>MUS 138 Creative Musicianship (2 semesters)</td>
<td>2</td>
</tr>
<tr>
<td>Music History Elective (choose MUS 101, 102, 127, or 137)</td>
<td>3</td>
</tr>
<tr>
<td>MUS 107 Music Theory I</td>
<td>3</td>
</tr>
<tr>
<td>MUS 147 Aural Skills I</td>
<td>1</td>
</tr>
<tr>
<td>MUS 108 Music Theory II</td>
<td>3</td>
</tr>
<tr>
<td>MUS 148 Aural Skills II</td>
<td>1</td>
</tr>
<tr>
<td>Ensemble Electives (2 credits each; at least 4 credits earned in one ensemble)</td>
<td>6</td>
</tr>
<tr>
<td>Music Electives (excluding ensembles)</td>
<td>4</td>
</tr>
<tr>
<td>ENG 101, 103, or 105 English Composition I</td>
<td>3</td>
</tr>
<tr>
<td>ENG 112, 114, or 116 English Composition II</td>
<td>3</td>
</tr>
<tr>
<td>PCS 101 or 121 or 131 or 141 Personal Communication Skills</td>
<td>3</td>
</tr>
</tbody>
</table>

Behavioral Sciences Core:

a) Select two courses from the following: ANT 103 or 104, ECO 101 or 102, EVS 101, POL 101, PSY 101, or SOC 101
b) Select any additional course coded BC

Humanities Core:

One three-credit course from each of the following categories:

a) History: any HIS course coded HC
b) Literature: any 200 level ENG course

Science/Math Core:

a) Science: two 4-credit BIO, CHE, EGR, GEO, PHY, or SCI courses with NC advising codes
b) Math: MAT course with NC advising code

TOTAL 66-67

(continued on next page)
Liberal Arts Option:
Music (LMU)
(MassTransfer Option)

(continued from previous page)

ENSEMBLE ELECTIVES: (6 CREDITS)
- MUS 111 Chorus ................................................................. 2
- MUS 125 Jazz Ensemble ...................................................... 2
- MUS 128 World Music Ensemble ........................................... 2
- MUS 129 Chamber Ensemble ............................................... 2
- MUS 139 Contemporary Music Ensemble ............................ 2

MUSIC ELECTIVES: (4 CREDITS)
- MUS 101 Introduction to Music ............................................. 3
- MUS 102 Jazz Eras and Styles ............................................. 3
- MUS 103 Music Theory Fundamentals ................................... 3
- MUS 122 Jazz Theory: Tools for Improvisation ....................... 3
- MUS 127 20th Century American Popular Music .................... 3
- MUS 137 World Music and Cultures ..................................... 3
- MUS 207 Music Theory III .................................................. 3
- MUS 208 Jazz Improvisation ............................................... 3
- MUS 219 MIDI Studio Techniques ........................................ 3
- MUS 220 Songwriting ...................................................... 3
- MUS 247 Aural Skills III .................................................... 1

Music majors should plan to take MUS 230 (Applied Music) and MUS 231 (Recital Participation) concurrently for four semesters.

Students with little or no music theory background should take MUS 103 (Music Theory Fundamentals) as an elective prior to enrolling in MUS 107 (Music Theory I).

Some courses are rotated in the schedule and may not be offered every semester.

Additional special topics courses are occasionally offered on a “one-time” basis in such areas as composition, world music regions, and electronic music.

OPTION ADVISOR
Matthew Shippee, Office: S334, (413) 775-1228, email: shippeem@gcc.mass.edu
Academic Programs

Liberal Arts Option:

Peace, Justice and Environmental Studies (LPE)

(MassTransfer Option)

THE DEGREE: Associate of Arts in Liberal Arts

THE OPTION: offers students an opportunity to understand the relationship between viable economies, equity and justice, peace and ecological integrity through sustainability practices within the framework of the traditional skills and content of a liberal arts education. The program provides an interdisciplinary approach to learning that utilizes multiple sources and methods for learning and application to everyday life.

YOUR NEXT STEP: transfer to a baccalaureate degree institution to study any liberal arts discipline, peace and/or social justice studies, environmental studies or related fields such as public policy, law, education, management, economics, social work and others.

REQUIRED COURSES CREDITS

<table>
<thead>
<tr>
<th>Course</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>ENG 101, 103, or 105 English Composition I</td>
<td>3</td>
</tr>
<tr>
<td>ENG 112, 114, or 116 English Composition II</td>
<td>3</td>
</tr>
<tr>
<td>EVS 101 Environmental Studies: Issues in Sustainability</td>
<td>3</td>
</tr>
<tr>
<td>EVS 204 Ecological Security and Sustainability</td>
<td>3</td>
</tr>
<tr>
<td>PCS 101 or 121 or 131 or 141 Personal Communication Skills</td>
<td>3</td>
</tr>
<tr>
<td>PSJ 101 Introduction to Peace Studies</td>
<td>3</td>
</tr>
<tr>
<td>PSJ 120 Mediation and Conflict Theory</td>
<td>3</td>
</tr>
<tr>
<td>PSJ 225 Peacemaking and Sustainability in Practice Strategies for a Sustainable Future</td>
<td>3</td>
</tr>
<tr>
<td>PSY 214 Psychology of Peace, Conflict and Violence</td>
<td>3</td>
</tr>
<tr>
<td>SOC 106 Social Inequality</td>
<td>3</td>
</tr>
</tbody>
</table>

Behavioral Sciences Core: Select one course from the following:

- ANT 104
- ECO 101
- PSY 101
- SOC 101 (recommend ANT 104)

Total: 3

Humanities Core:

One three-credit course from each of the following categories:

- History: any HIS course with HC advising code (recommended HIS 127, HIS 129 or HIS 131)
- Literature: any 200 level English course (recommend ENG 219, ENG 228, ENG 235, ENG 247 or ENG 248)
- A Humanities course with HC advising code and UMass diversity requirement code

Total: 9

Science/Math Core:

- Choose one course: SCI 120, BIO 103, or BIO 120
- Science: one four-credit BIO, CHE, EGR, GEO, PHY, or SCI course with NC advising code
- Math: one MAT course with NC advising code

Total: 7-10

Peace, Justice and Environmental Electives

Total: 60-64

(continued on next page)
Liberal Arts Option:

Peace, Justice and Environmental Studies (LPE)
(MassTransfer Option)

(continued from previous page)

PEACE, JUSTICE AND ENVIRONMENTAL ELECTIVES
(if not already used to fulfill required courses)

<table>
<thead>
<tr>
<th>Course</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>BIO 103 Ecology</td>
<td>4</td>
</tr>
<tr>
<td>BIO 120 Environmental Science</td>
<td>4</td>
</tr>
<tr>
<td>ECO 101 Principles of Macroeconomics</td>
<td>3</td>
</tr>
<tr>
<td>ECO 113 Environmental Economics</td>
<td>3</td>
</tr>
<tr>
<td>ECO 129 Global Trade and Development</td>
<td>3</td>
</tr>
<tr>
<td>EVS 121 Gender and the Environment</td>
<td>3</td>
</tr>
<tr>
<td>GGY 101 Introduction to Geography</td>
<td>3</td>
</tr>
<tr>
<td>MAT 114 Introduction to Statistics</td>
<td>4</td>
</tr>
<tr>
<td>PHI 206 Environmental Ethics</td>
<td>3</td>
</tr>
<tr>
<td>POL 101 American Politics</td>
<td>3</td>
</tr>
<tr>
<td>POL 203 American Civil Liberties</td>
<td>3</td>
</tr>
<tr>
<td>POL 207 Politics of the Middle East</td>
<td>3</td>
</tr>
<tr>
<td>SCI 120 Sustainable Energy Theory and Practice</td>
<td>4</td>
</tr>
<tr>
<td>PCS 141 Interpersonal Communication</td>
<td>3</td>
</tr>
<tr>
<td>THE 108 Interactive Dramatics</td>
<td>3</td>
</tr>
<tr>
<td>Any language course coded ASL, FRE, SPA, LAT.</td>
<td>2-10</td>
</tr>
<tr>
<td>Any course that meets the University of Massachusetts social and cultural diversity requirement, marked with an * in the GCC Catalog.</td>
<td>3-10</td>
</tr>
</tbody>
</table>

GREEN LIVING SERIES

<table>
<thead>
<tr>
<th>Course</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>EVS 150 The 24-Hour Outdoor Personal Growth Experience</td>
<td>1</td>
</tr>
<tr>
<td>EVS 151 Youth, Culture and Rites of Passage in Contemporary America</td>
<td>1</td>
</tr>
<tr>
<td>EVS 152 Sustainable Agriculture: Organic Gardening</td>
<td>1</td>
</tr>
<tr>
<td>EVS 153 Ancient Wilderness Living Skills</td>
<td>1</td>
</tr>
<tr>
<td>EVS 154 Exploring Ecological Consciousness</td>
<td>1</td>
</tr>
<tr>
<td>EVS 155 Introduction to Sustainable Energy: Solar Living</td>
<td>1</td>
</tr>
</tbody>
</table>

SUSTAINABLE ENERGY SERIES

<table>
<thead>
<tr>
<th>Course</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>SCI 110 Sustainable Energy Fundamentals</td>
<td>1</td>
</tr>
<tr>
<td>SCI 118 Greenhouse Gas Assessment and Carbon Cap and Trade</td>
<td>1</td>
</tr>
<tr>
<td>SCI 119 Introduction to Global Warming</td>
<td>1</td>
</tr>
</tbody>
</table>

OPTION ADVISOR
Abbie Jenks, MSW, Office: E1 32U, (413) 775-1127, email: jenks@gcc.mass.edu
Liberal Arts Option:

Renewable Energy / Energy Efficiency (LRE)
(MassTransfer Option)

THE DEGREE: Associate of Arts in Liberal Arts

THE OPTION: provides students with the knowledge and skills needed for entry-level employment opportunities in the renewable energy / energy efficiency field; provides students already employed in the trades with knowledge and skills relevant to specific renewable energy / energy efficiency technologies, as well as broader understanding of the scientific, economic and political context of the industry; provides students with a general education background combined with a comprehensive introduction to renewable energy / energy efficiency and technical and general electives with course work geared toward transfer requirements for a four-year baccalaureate degree program.

YOUR NEXT STEP: take appropriate industry exams based on your course work. Find employment in the renewable energy / energy efficiency field, e.g. green building, energy auditing and/or solar. Continue academic studies in a four-year baccalaureate degree program.

REQUIRED COURSES

<table>
<thead>
<tr>
<th>Course</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>BIO 120 Introduction to Environmental Science</td>
<td>4</td>
</tr>
<tr>
<td>Business/Computer Information Systems:Any course coded BUS or CIS</td>
<td>3</td>
</tr>
<tr>
<td>English Composition I (ENG 101, 103, or 105)</td>
<td>3</td>
</tr>
<tr>
<td>English Composition II (ENG 112, 114, or 116)</td>
<td>3</td>
</tr>
<tr>
<td>EVS 101 Environmental Studies: Issues in Sustainability</td>
<td>3</td>
</tr>
<tr>
<td>Math:MAT Course with NC Advising Code</td>
<td>3-4</td>
</tr>
<tr>
<td>Personal Communication Skills (PCS 101 or 121 or 131 or 141)</td>
<td>3</td>
</tr>
<tr>
<td>SCI 120 Introduction to Sustainable Energy: Theory and Practice</td>
<td>4</td>
</tr>
<tr>
<td>SCI 126 Residential Energy Efficiency and Energy Auditing</td>
<td>3</td>
</tr>
<tr>
<td>Behavioral Science Core: One three credit course from the following: ANT 103, ANT 104, ECO 101, ECO 102, POL 101, PSY 101, or SOC 101</td>
<td>6</td>
</tr>
<tr>
<td>Humanities Core: One three credit course from each of the following categories:</td>
<td>9</td>
</tr>
<tr>
<td>a) History: any HIS course coded HC</td>
<td>b) Literature: any 200 level ENG course</td>
</tr>
<tr>
<td>Science Electives</td>
<td>12</td>
</tr>
<tr>
<td>General Electives</td>
<td>4-7</td>
</tr>
</tbody>
</table>

TOTAL 60-63

(continued on next page)
**Liberal Arts Option:**

**Renewable Energy / Energy Efficiency (LRE)**

*(MassTransfer Option)*

*(continued from previous page)*

<table>
<thead>
<tr>
<th>COURSE CODE</th>
<th>COURSE TITLE</th>
<th>CREDITS</th>
</tr>
</thead>
<tbody>
<tr>
<td>SCI 110</td>
<td>Sustainable Energy Fundamentals</td>
<td>1</td>
</tr>
<tr>
<td>SCI 112</td>
<td>Fundamentals of Electricity</td>
<td>3</td>
</tr>
<tr>
<td>SCI 114</td>
<td>Residential Construction Fundamentals</td>
<td>3</td>
</tr>
<tr>
<td>SCI 116</td>
<td>Introduction to Geothermal Heating and Cooling</td>
<td>1</td>
</tr>
<tr>
<td>SCI 118</td>
<td>Greenhouse Gas Assessment and Carbon Cap and Trade</td>
<td>1</td>
</tr>
<tr>
<td>SCI 119</td>
<td>Introduction to Global Warming</td>
<td>1</td>
</tr>
<tr>
<td>SCI 121</td>
<td>Introduction to Photovoltaic (Solar Electric) Technology</td>
<td>3</td>
</tr>
<tr>
<td>SCI 122</td>
<td>Solar Domestic Hot Water</td>
<td>1</td>
</tr>
<tr>
<td>SCI 123</td>
<td>Passive Solar Technology</td>
<td>1</td>
</tr>
<tr>
<td>SCI 124</td>
<td>Energy Efficiency and Conservation</td>
<td>1</td>
</tr>
<tr>
<td>SCI 125</td>
<td>Sustainable Landscape Design</td>
<td>3</td>
</tr>
<tr>
<td>SCI 127</td>
<td>Introduction to Sustainable Design and Green Building</td>
<td>3</td>
</tr>
<tr>
<td>SCI 128</td>
<td>Solar Thermal Systems</td>
<td>3</td>
</tr>
<tr>
<td>SCI 129</td>
<td>Fundamentals of Wind Energy</td>
<td>3</td>
</tr>
<tr>
<td>SCI 130</td>
<td>Extreme Insulation Retrofits</td>
<td>3</td>
</tr>
<tr>
<td>SCI 131</td>
<td>Introduction to Piping</td>
<td>2</td>
</tr>
<tr>
<td>SCI 132</td>
<td>Introduction to Heating, Ventilation and Air Conditioning</td>
<td>3</td>
</tr>
<tr>
<td>SCI 133</td>
<td>Introduction to Architectural Modeling with ArchiCAD</td>
<td>1</td>
</tr>
<tr>
<td>SCI 121</td>
<td>Photovoltaic (Solar Electric) Installation</td>
<td>3</td>
</tr>
<tr>
<td>SCI 227</td>
<td>Sustainable Design and Green Building Practices</td>
<td>3</td>
</tr>
<tr>
<td>SCI 293/294</td>
<td>Internship in Renewable Energy®</td>
<td>1-6</td>
</tr>
</tbody>
</table>

**GENERAL ELECTIVES**

1. **ACC 151 Concepts of Financial Accounting** or **ACC 121 Principles of Financial Accounting** | 3-4 |
2. **CHE 111/112 General Chemistry** | 4 |
3. **Computer Information Systems:** Any course coded **CIS** | 1-7 |
4. **ECO 113 Environmental Economics** | 3 |
5. **EGR 105 Introduction to Engineering** | 4 |
6. **EGR 107 Engineering Graphics** | 4 |
7. **EVS 155 Introduction to Sustainable Energy/Solar Living** | 1 |
8. **MAT 105 Introductory Algebra** | 3 |
9. **MAT 106 Intermediate Algebra** | 4 |
10. Math: Any other Math with NC advising code with the exception of **MAT 116** | 3-4 |
11. **PHY 101/111/102/112 Physics** | 4 |
12. Any course from Science Electives listing (not counted elsewhere) | 1-7 |

1. Business or Computer Information Systems course to be chosen after consultation with faculty advisor and in consideration of the requirements of the transfer institution or student's professional goals.
2. Math courses to be chosen after consultation with faculty advisor and in consideration of the requirements of the transfer institution or student’s professional goals. Math 107 recommended.
3. All electives should be chosen after consultation with the student's faculty advisor.
4. Up to three credits of internships may be taken as a SCI elective and up to six as any additional elective in consultation with faculty advisor. No more than six credits of internships may count toward this degree.

**OPTION ADVISOR**

Teresa Jones, Office: S413, (413) 775-1462, email: jones@gcc.mass.edu
Academic Programs

Liberal Arts Option:

Science-Math Education (LSM)
(MassTransfer Option)

THE DEGREE: Associate of Arts in Liberal Arts

THE OPTION: is designed for students who plan to transfer to a baccalaureate degree institution as a science or math major with an eye towards gaining teaching certification.

YOUR NEXT STEP: transfer to a baccalaureate degree institution

REQUIRED COURSES

<table>
<thead>
<tr>
<th>Course</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>EDU 205 Philosophy of Education</td>
<td>3</td>
</tr>
<tr>
<td>ENG 101, 103, or 105 English Composition I</td>
<td>3</td>
</tr>
<tr>
<td>ENG 112, 114, or 116 English Composition II</td>
<td>3</td>
</tr>
<tr>
<td>EVS 101 Environmental Studies: Issues in Sustainability</td>
<td>3</td>
</tr>
<tr>
<td>MAT 107, 108, 151, or 201</td>
<td>4</td>
</tr>
<tr>
<td>PCS 101 or 121 or 131 or 141 Personal Communication Skills</td>
<td>3</td>
</tr>
<tr>
<td>Behavioral Sciences Core</td>
<td>6</td>
</tr>
<tr>
<td>a) Select one course from the following: ANT 103 or 104, ECO 101 or 102, POL 101, PSY 101, SOC 101</td>
<td></td>
</tr>
<tr>
<td>b) Select any additional course coded BC</td>
<td></td>
</tr>
<tr>
<td>Humanities Core</td>
<td>9</td>
</tr>
<tr>
<td>One three-credit course from each of the following categories:</td>
<td></td>
</tr>
<tr>
<td>a) History: any HIS course coded HC</td>
<td></td>
</tr>
<tr>
<td>b) Literature: any 200 level ENG course</td>
<td></td>
</tr>
<tr>
<td>c) A Humanities course with an HC advising code in: AHS, ASL, DAN, ENG, FLK, FRE, GGY, HYS, HUM, LAT, MUS, PHI, SPA, THE</td>
<td></td>
</tr>
<tr>
<td>Science-Math Electives</td>
<td>20</td>
</tr>
<tr>
<td>Take five 4-credit courses coded NC that include at least four different course rubrics from among the following: BIO, CHE, EGR, GEO, MAT, PHY, and SCI</td>
<td></td>
</tr>
<tr>
<td>Electives(^1)</td>
<td>7-8</td>
</tr>
</tbody>
</table>

TOTAL 61-62

\(^1\) Note: You will probably major in a particular math or science when you transfer to another school. We recommend that the fifth NC course and the electives be chosen from within the discipline in which you will ultimately major. Furthermore, students who will major in science when they transfer should strongly consider including chemistry and physics among their choices. Talk to your advisor for advice on the choices that best meet your academic goals.

OPTION ADVISOR
Mary Ellen Fydenkevez, Office: S411, (413) 775-1469, email: fydenkevez@gcc.mass.edu
Liberal Arts Option:
Social Sciences (LSS)
(MassTransfer Option)

THE DEGREE: Associate of Arts in Liberal Arts

THE OPTION: offers students an opportunity to explore the social sciences in depth. The option provides a focused concentration on the social sciences for students interested in psychology, sociology, human ecology, environmental studies, political science, and anthropology within the framework of a traditional liberal arts education.

YOUR NEXT STEP: transfer to a baccalaureate degree granting institution to major in sociology, psychology, human ecology, environmental studies, political science, or anthropology. Enter a career field based in the social sciences.

REQUIRED COURSES CREDITS
ENG 101, 103, or 105 English Composition I .................................................................3
ENG 112, 114, or 116 English Composition II .................................................................3
PCS 101 or 121 or 131 or 141 Personal Communication Skills ...................................3
Behavioral Sciences Core ..............................................................................................6
Select two courses from the following: ANT 103 or ANT 104, ECO 101 or ECO 102, EVS 101, POL 101, PSY 101 or SOC 101
Humanities Core ...........................................................................................................9
One three-credit course from each of the following categories:
   a) History: choose any history course with an HC advising code
   b) Literature: any 200-level ENG course
   c) Humanities: choose any Humanities course with an HC advising code in: AHS, ASL, DAN, ENG, FLK, FRE, GGY, HIS, HUM, LAT, MUS, PHI, SPA, THE
Science/Math Core .......................................................................................................11-12
   a) Science: two 4-credit lab science courses with an NC advising code in the following: BIO, CHE, EGR, GEO, PHY, SC
   b) Math: choose one MAT course with an NC advising code
General Electives 7-8
Social Science Electives ...............................................................................................18
   a) Select one 100-Level Social Science Elective (from list below)
   b) Select five 200-level courses with the prefix ANT, POL, PSY, SOC

TOTAL  60-62

100-LEVEL SOCIAL SCIENCE ELECTIVES
Select one 100-level course from the list below

<table>
<thead>
<tr>
<th>Course</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>ANT 102 Introduction to Archaeology</td>
<td>3</td>
</tr>
<tr>
<td>ANT 103 Introduction to Physical Anthropology</td>
<td>3</td>
</tr>
<tr>
<td>ANT 104 Cultural Anthropology: Tribes, States and the Global System</td>
<td>3</td>
</tr>
<tr>
<td>EVS 101 Environmental Studies: Issues in Sustainability</td>
<td>3</td>
</tr>
<tr>
<td>POL 101 American Politics</td>
<td>3</td>
</tr>
<tr>
<td>POL 105 International Politics</td>
<td>3</td>
</tr>
<tr>
<td>PSY 101 Principles of Psychology</td>
<td>3</td>
</tr>
<tr>
<td>PSJ 101 Introduction to Peace Studies</td>
<td>3</td>
</tr>
<tr>
<td>SOC 106 Social Inequality</td>
<td>3</td>
</tr>
</tbody>
</table>

See Liberal Arts Program (page 52) for specific requirements. Recommended: One course focused on Interdisciplinary approach, for example: PSJ 101, WST 115, HUM 153. Students may also want to consider a course in world languages.

These courses will need to be selected while working with an academic advisor and will be determined by the student's transfer field of interest or intended career choice. For example: If the student intends to transfer in psychology, they will need both PSY 210 and PSY 212.

OPTION ADVISOR
Linda A. McCarthy, Ed.D., Office: E116C, (413) 775-1154, email: mccarthyl@gcc.mass.edu
Anne M. Wiley, Ed.D., Office: E116F, (413) 775-1132, email: wiley@gcc.mass.edu

Greenfield Community College Catalog 2010–2011
Academic Programs

Liberal Arts Option:

Theater (LAT)
(MassTransfer Option)

THE DEGREE: Associate of Arts in Liberal Arts

THE OPTION: provides a strong basis in the performance and technical fields of dramatic arts. The curriculum is a blend of theory and concept with practical, hands-on experience in all fields. Classes focus on the skills of the actor, director, and technician, while also offering a wide range of study appropriate for non-majors pursuing a liberal arts education as well as majors preparing for a professional or education career.

YOUR NEXT STEP: transfer to a baccalaureate degree institution

REQUIRED COURSES CREDITS
THE 101 Introduction to Theater ................................................................................................................................................................3
THE 105 Play Analysis .................................................................................................................................................................................3
THE 106 StageCraft ......................................................................................................................................................................................3
THE 113 Fundamentals of Acting ...............................................................................................................................................................3
THE 133 College Theater Workshop (required 3 out of 4 semesters) ..............................................................................3
THE 224 Directing Practice, or THE 213 Advanced Acting ..................................................................................................................3
DAN 103 Jazz Dance I, or DAN 105 African Dance I, or DAN 130 Choreography/Performance ..............................................................3
ENG 101, 103, or 105 English Composition I ......................................................................................................................................3
ENG 112, 114, or 116 English Composition II .....................................................................................................................................3
ENG 221 Shakespeare ......................................................................................................................................................................................3
MUS 111 Chorus ..................................................................................................................................................................................................2
Behavioral Sciences Core..................................................................................................................................................................................9
a) Select two courses from the following: ANT 103 or 104, ECO 101 or 102, EVS 101, POL 101, PSY 101, or SOC 101
b) Select any additional course coded BC

Humanities Core: ..................................................................................................................................................................................................9
One three-credit course from each of the following categories:
a) History: any HIS course coded HC
b) Literature: any 200 level ENG course
c) PCS 101 or 121 or 131 or 141 Personal Communication Skills

Science/Math Core .....................................................................................................................................................................................11-12
a) Science: two 4-credit BIO, CHE, EGR, GEO, PHY, or SCI courses with NC advising codes
b) Math: MAT course with NC advising code

Theater Electives....................................................................................................................................................................................................9

THEATER ELECTIVES
THE 108 Interactive Dramatics ................................................................. 3
THE 213 Advanced Acting ........................................................................ 3
THE 214 Directing - Theory ...................................................................... 3
THE 217 Experimental Performance ....................................................... 3
THE 223 Acting in Shakespeare ............................................................... 3
THE 224 Directing - Practice .................................................................... 3
THE 226 Stage Skills .................................................................................. 3
Appropriate Directed Study (THE 295 or THE 296) see advisor .............. 3

OPTION ADVISOR
Kimberley Morin, Office: N214, (413) 775-1278, email: morin@gcc.mass.edu

TOTAL 70-71
Associate of Science Degrees

- Accounting (ACC)
- Art/Fine Art (AFA)
- Art/Fine Art MassTransfer Option (AFC)
- Art/Graphic Design (GRD)
- Art/Graphic Design MassTransfer Option (pending approval) (GDC)
- Art/Media Arts (AMP)
- Art/Media Arts MassTransfer Option (AMC)
- Computer Information Systems (CIS)
- Criminal Justice (CRJ)¹
- Criminal Justice MassTransfer Option (CJC)¹
- Early Childhood Education MassTransfer Option (ECE)²
- Engineering Science (EGS)
- Fire Science Technology (FST)
- Management (MAN)
- Marketing (MKT)
- Nursing (NUR)³
- Occupational Technology (OCC)
- Office Management (OMN)

Our career degree programs consist of specialized education, which may include studies in humanities, behavioral sciences, business, natural sciences, mathematics, and technology, in addition to studies in specific career fields. Career degree programs lead to the associate of science degree. We have designed these programs to prepare you for employment in a variety of career areas, as well as, in many cases, to enable you to transfer to baccalaureate degree programs at other institutions. You should work closely with your academic advisor in selecting your courses. If you are considering transfer to another school, you should contact our Coordinator of Transfer Affairs as early as possible.⁴

Most career programs require some elective coursework in liberal arts. In making your liberal arts course selections, use these guidelines and consult your academic advisor:

- You may satisfy a general elective⁵ by completing any credit course offered by the college, except courses with advising codes of D.
- You may satisfy a liberal arts elective⁵ by completing any credit course offered by the college with any advising code other than A, X, or D.
- You may satisfy an elective from a specific subject area⁵ by completing any credit course with these advising codes:

<table>
<thead>
<tr>
<th>Subject Area</th>
<th>Advising Code</th>
</tr>
</thead>
<tbody>
<tr>
<td>Humanities elective</td>
<td>HC or HL</td>
</tr>
<tr>
<td>Behavioral Science elective</td>
<td>BC or BL</td>
</tr>
<tr>
<td>Math/Science elective</td>
<td>NC or NL</td>
</tr>
</tbody>
</table>

¹ Quinn Bill approved by the Massachusetts Board of Higher Education.
² Accredited by the National Association for the Education of Young Children.
³ Accredited by the National League for Nursing Accrediting Commission.
⁴ To learn more about transfer requirements, see pages 35-37.
⁵ Please note: Some electives in career programs are footnoted and specific courses are suggested.
Academic Programs

Accounting (ACC)

THE DEGREE: Associate of Science

THE PROGRAM: prepares you for work at the paraprofessional level in industry, retail, and wholesale enterprises, or public accounting offices.

YOUR NEXT STEP: work in such entry-level positions as accounts payable clerk, junior accountant in a public accounting firm, or full-charge bookkeeper in a service firm.

REQUIRED COURSES

<table>
<thead>
<tr>
<th>Course</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>ACC 121 Principles of Financial Accounting I</td>
<td>4</td>
</tr>
<tr>
<td>ACC 122 Principles of Financial Accounting II</td>
<td>4</td>
</tr>
<tr>
<td>ACC 203 Management Accounting</td>
<td>3</td>
</tr>
<tr>
<td>ACC 207 Financial Accounting Systems and Procedures</td>
<td>3</td>
</tr>
<tr>
<td>ACC 208 Introduction to Federal Income Taxes</td>
<td>3</td>
</tr>
<tr>
<td>BUS 105 Personal Financial Literacy</td>
<td>3</td>
</tr>
<tr>
<td>BUS 111 The Contemporary Business World</td>
<td>3</td>
</tr>
<tr>
<td>BUS 123 Business Communications</td>
<td>3</td>
</tr>
<tr>
<td>BUS 155 Business Law I</td>
<td>3</td>
</tr>
<tr>
<td>BUS 205 Principles of Management</td>
<td>3</td>
</tr>
<tr>
<td>CIS 140 Microcomputer Software Tools I</td>
<td>3</td>
</tr>
<tr>
<td>CIS 145 Relational Database Design and Application</td>
<td>3</td>
</tr>
<tr>
<td>ENG 101, 103, or 105 English Composition I</td>
<td>3</td>
</tr>
<tr>
<td>ENG 112, 114, or 116 English Composition II</td>
<td>3</td>
</tr>
<tr>
<td>PSY 101 Principles of Psychology</td>
<td>3</td>
</tr>
<tr>
<td>Liberal Arts Electives</td>
<td>12</td>
</tr>
<tr>
<td>Program Elective (any ACC, ADM, BUS, CIS, or ECO course)</td>
<td>6</td>
</tr>
</tbody>
</table>

TOTAL 65

PROGRAM COORDINATOR
Dr. Thomas R. Simmons, Office: E132F, (413) 775-1482, email: simmonst@gcc.mass.edu
# Art/Fine Art (AFA)

**THE DEGREE:** Associate of Science

**THE PROGRAM:** provides a strong foundation in drawing, design and painting with emphasis on the concepts, techniques and disciplines of fine art. Includes required courses in art history and the liberal arts.

**YOUR NEXT STEP:** transfer to a four-year art college or professional institution. Your future career may involve work in the fine arts, commercial art, art education, museum curatorship, arts administration, or illustration.

## REQUIRED COURSES

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>AHS 101</td>
<td>Art History Survey I</td>
<td>3</td>
</tr>
<tr>
<td>AHS 102</td>
<td>Art History Survey II</td>
<td>3</td>
</tr>
<tr>
<td>ART 121</td>
<td>Two-Dimensional Design</td>
<td>3</td>
</tr>
<tr>
<td>ART 125</td>
<td>Three-Dimensional Design</td>
<td>3</td>
</tr>
<tr>
<td>ART 131</td>
<td>Drawing I</td>
<td>3</td>
</tr>
<tr>
<td>ART 132</td>
<td>Drawing II</td>
<td>3</td>
</tr>
<tr>
<td>ART 141</td>
<td>Color</td>
<td>3</td>
</tr>
<tr>
<td>ART 235</td>
<td>Figure Drawing</td>
<td>3</td>
</tr>
<tr>
<td>ART 251</td>
<td>Photography I-B</td>
<td>3</td>
</tr>
<tr>
<td>ART 255</td>
<td>Video Art</td>
<td>3</td>
</tr>
<tr>
<td>ART 256</td>
<td>Video Portfolio</td>
<td>3</td>
</tr>
<tr>
<td>ART 261</td>
<td>Electronic Imaging</td>
<td>3</td>
</tr>
<tr>
<td>ART 263</td>
<td>Web Site Design</td>
<td>3</td>
</tr>
<tr>
<td>ART 264</td>
<td>Flash Site Design</td>
<td>3</td>
</tr>
<tr>
<td>ART 265</td>
<td>Three-Dimensional Animation</td>
<td>3</td>
</tr>
<tr>
<td>ART 269</td>
<td>Three-Dimensional Animation</td>
<td>3</td>
</tr>
</tbody>
</table>

**TOTAL 66**

## ART STUDIO ELECTIVES (9 credits): at least six credits must be at the 200 level or higher.

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>ART 151</td>
<td>Introduction to Photography</td>
<td>3</td>
</tr>
<tr>
<td>ART 155</td>
<td>Digital Video</td>
<td>3</td>
</tr>
<tr>
<td>ART 161</td>
<td>Introduction to the Electronic Studio</td>
<td>3</td>
</tr>
<tr>
<td>ART 173</td>
<td>Digital Design</td>
<td>3</td>
</tr>
<tr>
<td>ART 225</td>
<td>Three-Dimensional Design</td>
<td>3</td>
</tr>
<tr>
<td>ART 236</td>
<td>Figure Drawing II-A</td>
<td>3</td>
</tr>
<tr>
<td>ART 237</td>
<td>Figure Drawing II-B</td>
<td>3</td>
</tr>
<tr>
<td>ART 240</td>
<td>Special Topics in Art</td>
<td>3</td>
</tr>
<tr>
<td>ART 242</td>
<td>Painting II-A</td>
<td>3</td>
</tr>
<tr>
<td>ART 243</td>
<td>Painting II-B</td>
<td>3</td>
</tr>
<tr>
<td>ART 251</td>
<td>Photography I-A</td>
<td>3</td>
</tr>
</tbody>
</table>

**TOTAL 66**

*① ART courses may not be used as Liberal Arts or Humanities electives in this program.
② As approved by Program Coordinator.

### PROGRAM COORDINATOR

Paul Lindale, Office: S217, (413) 775-1241, email: lindale@gcc.mass.edu
Academic Programs

Art/Fine Art (AFC)
(MassTransfer Option)

THE DEGREE: Associate of Science

THE OPTION: is designed to fulfill the requirements of the MassTransfer policy within the context of the GCC Fine Art program. Graduation with a grade point average of 2.50 or higher may qualify you for MassTransfer and graduation with a GPA of 3.00 or higher may qualify you for a partial tuition waiver. As approved by Program Coordinator.

UMass will accept up to 75 credits in transfer.

YOUR NEXT STEP: transfer to a baccalaureate degree college.

REQUIRED COURSES

<table>
<thead>
<tr>
<th>Course</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>AHS 101 Art History Survey I</td>
<td>3</td>
</tr>
<tr>
<td>AHS 102 Art History Survey II</td>
<td>3</td>
</tr>
<tr>
<td>ART 121 Two-Dimensional Design</td>
<td>3</td>
</tr>
<tr>
<td>ART 125 Three-Dimensional Design</td>
<td>3</td>
</tr>
<tr>
<td>ART 131 Drawing I</td>
<td>3</td>
</tr>
<tr>
<td>ART 132 Drawing II</td>
<td>3</td>
</tr>
<tr>
<td>ART 141 Color</td>
<td>3</td>
</tr>
<tr>
<td>ART 235 Figure Drawing</td>
<td>3</td>
</tr>
<tr>
<td>ART 240 Special Topics in Art</td>
<td>3</td>
</tr>
<tr>
<td>ART 241 Painting I</td>
<td>3</td>
</tr>
<tr>
<td>ART 291 Fine Arts Seminar</td>
<td>3</td>
</tr>
<tr>
<td>Media Arts Electives (choose one of the following)</td>
<td>3</td>
</tr>
<tr>
<td>ART 151 Introduction to Photography, or ART 155 Digital Video or ART 161 Introduction to Electronic Studio</td>
<td>3</td>
</tr>
<tr>
<td>Art Studio Electives (from the list below)</td>
<td>3</td>
</tr>
<tr>
<td>ENG 101, 103, or 105 English Composition I</td>
<td>3</td>
</tr>
<tr>
<td>ENG 112, 114, or 116 English Composition II</td>
<td>3</td>
</tr>
<tr>
<td>Behavioral Sciences Elective (coded BC)</td>
<td>3</td>
</tr>
<tr>
<td>Humanities Elective (coded HC)</td>
<td>3</td>
</tr>
<tr>
<td>Mathematics Elective (any MAT course coded NC)</td>
<td>3-4</td>
</tr>
<tr>
<td>Science Elective (two 4-credit lab science courses coded NC)</td>
<td>8</td>
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</table>

TOTAL 74-75

ART STUDIO ELECTIVES (9 credits): at least six credits must be at the 200 level or higher.

<table>
<thead>
<tr>
<th>Course</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>ART 151 Introduction to Photography</td>
<td>3</td>
</tr>
<tr>
<td>ART 155 Digital Video</td>
<td>3</td>
</tr>
<tr>
<td>ART 161 Introduction to the Electronic Studio</td>
<td>3</td>
</tr>
<tr>
<td>ART 173 Digital Design</td>
<td>3</td>
</tr>
<tr>
<td>ART 225 Three-Dimensional Design II</td>
<td>3</td>
</tr>
<tr>
<td>ART 236 Figure Drawing II-A</td>
<td>3</td>
</tr>
<tr>
<td>ART 237 Figure Drawing II-B</td>
<td>3</td>
</tr>
<tr>
<td>ART 240 Special Topics in Art</td>
<td>3</td>
</tr>
<tr>
<td>ART 242 Painting II-A</td>
<td>3</td>
</tr>
<tr>
<td>ART 243 Painting II-B</td>
<td>3</td>
</tr>
<tr>
<td>ART 251 Photography I-A</td>
<td>3</td>
</tr>
<tr>
<td>ART 252 Photography I-B</td>
<td>3</td>
</tr>
<tr>
<td>ART 255 Video Art</td>
<td>3</td>
</tr>
<tr>
<td>ART 256 Video Portfolio</td>
<td>3</td>
</tr>
<tr>
<td>ART 261 Electronic Imaging</td>
<td>3</td>
</tr>
<tr>
<td>ART 263 Web Site Design</td>
<td>3</td>
</tr>
<tr>
<td>ART 264 Flash Site Design</td>
<td>3</td>
</tr>
<tr>
<td>ART 268 Three-Dimensional Modeling</td>
<td>3</td>
</tr>
<tr>
<td>ART 269 Three-Dimensional Animation</td>
<td>3</td>
</tr>
<tr>
<td>ART 188 Studio Transfer Course®</td>
<td>3</td>
</tr>
<tr>
<td>ART 288 Studio Transfer Course®</td>
<td>3</td>
</tr>
</tbody>
</table>

1. See pages 35-37 for the specific requirements of the MassTransfer policy; admission to UMass Art programs is subject to portfolio review.
2. UMass will accept up to 75 credits in transfer.
3. As approved by Program Coordinator.

PROGRAM COORDINATOR
Paul Lindale, Office: S217, (413) 775-1241, email: lindale@gcc.mass.edu
Art/Graphic Design (GRD)

This program is undergoing review and is not currently accepting new students.

THE DEGREE: Associate of Science

THE PROGRAM: develops the visual, conceptual, and technical skills of graphic design as applied in traditional and contemporary media. Emphasizes a strong foundation in drawing, design, and computer imaging. Includes required courses in liberal arts and art history.

YOUR NEXT STEP: transfer to a four-year art college or professional institution, or seek employment in graphic design. Your future career may lie in a design profession, marketing, advertising, or the publication and information design industry.

REQUIRED COURSES

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>ART 103</td>
<td>Art History I</td>
<td>3</td>
</tr>
<tr>
<td>ART 104</td>
<td>Art History II</td>
<td>3</td>
</tr>
<tr>
<td>ART 121</td>
<td>Two-Dimensional Design</td>
<td>3</td>
</tr>
<tr>
<td>ART 125</td>
<td>Three-Dimensional Design</td>
<td>3</td>
</tr>
<tr>
<td>ART 131</td>
<td>Drawing I</td>
<td>3</td>
</tr>
<tr>
<td>ART 141</td>
<td>Color</td>
<td>3</td>
</tr>
<tr>
<td>ART 151</td>
<td>Introduction to Photography</td>
<td>3</td>
</tr>
<tr>
<td>ART 161</td>
<td>Introduction to the Electronic Studio</td>
<td>3</td>
</tr>
<tr>
<td>ART 173</td>
<td>Digital Design</td>
<td>3</td>
</tr>
<tr>
<td>ART 263</td>
<td>Designing for the World Wide Web</td>
<td>3</td>
</tr>
<tr>
<td>ART 264</td>
<td>Dynamic Web Page Design</td>
<td>3</td>
</tr>
<tr>
<td>ART 271</td>
<td>Graphic Design I Typograpy</td>
<td>3</td>
</tr>
<tr>
<td>ART 272</td>
<td>Graphic Design II Problems in Design</td>
<td>3</td>
</tr>
<tr>
<td>Fine Art Elective (select one of the following)</td>
<td></td>
<td></td>
</tr>
<tr>
<td>ART 132</td>
<td>Drawing I</td>
<td>3</td>
</tr>
<tr>
<td>or ART 238</td>
<td>Perspective Drawing</td>
<td></td>
</tr>
</tbody>
</table>

ART Studio Electives (from the list below) ......................................................... 6

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>ART 132</td>
<td>Drawing II</td>
<td>3</td>
</tr>
<tr>
<td>ART 155</td>
<td>Introduction to Video</td>
<td>3</td>
</tr>
<tr>
<td>ART 157</td>
<td>Animation</td>
<td>3</td>
</tr>
<tr>
<td>ART 236</td>
<td>Figure Drawing II-A</td>
<td>3</td>
</tr>
<tr>
<td>ART 225</td>
<td>Three-Dimensional Design II</td>
<td>3</td>
</tr>
<tr>
<td>ART 232</td>
<td>Thematic Drawing</td>
<td>3</td>
</tr>
<tr>
<td>ART 235</td>
<td>Figure Drawing I Anatomy and Structure</td>
<td>3</td>
</tr>
<tr>
<td>ART 236</td>
<td>Figure Drawing II-A</td>
<td>3</td>
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<tr>
<td>ART 237</td>
<td>Figure Drawing II-B</td>
<td>3</td>
</tr>
<tr>
<td>ART 238</td>
<td>Perspective Drawing</td>
<td>3</td>
</tr>
<tr>
<td>ART 241</td>
<td>Painting I</td>
<td>3</td>
</tr>
<tr>
<td>ART 242</td>
<td>Painting II-A</td>
<td>3</td>
</tr>
<tr>
<td>ART 243</td>
<td>Painting II-B</td>
<td>3</td>
</tr>
<tr>
<td>ART 251</td>
<td>Photography I-A</td>
<td>3</td>
</tr>
<tr>
<td>ART 252</td>
<td>Photography I-B</td>
<td>3</td>
</tr>
<tr>
<td>ART 255</td>
<td>Video I-A</td>
<td>3</td>
</tr>
<tr>
<td>ART 256</td>
<td>Video I-B</td>
<td>3</td>
</tr>
<tr>
<td>ART 261</td>
<td>Electronic Imaging</td>
<td>3</td>
</tr>
<tr>
<td>ART 265</td>
<td>Multimedia Design I</td>
<td>3</td>
</tr>
<tr>
<td>ART 266</td>
<td>Multimedia Design II</td>
<td>3</td>
</tr>
<tr>
<td>ART 267</td>
<td>3-D Modeling and Animation</td>
<td>3</td>
</tr>
<tr>
<td>ART 290</td>
<td>Media Arts Seminar</td>
<td>3</td>
</tr>
<tr>
<td>ART 291</td>
<td>Fine Arts Seminar</td>
<td>3</td>
</tr>
</tbody>
</table>

Liberal Arts Electives

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>ART 141</td>
<td>Color</td>
<td>3</td>
</tr>
<tr>
<td>ART 151</td>
<td>Introduction to Photography</td>
<td>3</td>
</tr>
<tr>
<td>ART 161</td>
<td>Introduction to the Electronic Studio</td>
<td>3</td>
</tr>
<tr>
<td>ART 173</td>
<td>Digital Design</td>
<td>3</td>
</tr>
<tr>
<td>ART 263</td>
<td>Designing for the World Wide Web</td>
<td>3</td>
</tr>
<tr>
<td>ART 264</td>
<td>Dynamic Web Page Design</td>
<td>3</td>
</tr>
<tr>
<td>ART 271</td>
<td>Graphic Design I Typograpy</td>
<td>3</td>
</tr>
<tr>
<td>ART 272</td>
<td>Graphic Design II Problems in Design</td>
<td>3</td>
</tr>
</tbody>
</table>

Behavioral Sciences Elective .............................................................................. 3

Humanities Elective(I), or Math/Science Elective(I), ........................................... 3

Liberal Arts Electives(1) ......................................................................................... 6

TOTAL  66

ART STUDIO ELECTIVES (6 credits): at least three credits must be at the 200 level.

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<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>ART 243</td>
<td>Painting II-B</td>
<td>3</td>
</tr>
<tr>
<td>ART 251</td>
<td>Photography I-A</td>
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<tr>
<td>ART 252</td>
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</tr>
<tr>
<td>ART 255</td>
<td>Video I-A</td>
<td>3</td>
</tr>
<tr>
<td>ART 256</td>
<td>Video I-B</td>
<td>3</td>
</tr>
<tr>
<td>ART 261</td>
<td>Electronic Imaging</td>
<td>3</td>
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<tr>
<td>ART 265</td>
<td>Multimedia Design I</td>
<td>3</td>
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<tr>
<td>ART 266</td>
<td>Multimedia Design II</td>
<td>3</td>
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<tr>
<td>ART 267</td>
<td>3-D Modeling and Animation</td>
<td>3</td>
</tr>
<tr>
<td>ART 290</td>
<td>Media Arts Seminar</td>
<td>3</td>
</tr>
<tr>
<td>ART 291</td>
<td>Fine Arts Seminar</td>
<td>3</td>
</tr>
</tbody>
</table>

1) Art studio electives may not be used as Liberal Arts or Humanities electives in this program.

PROGRAM COORDINATOR

Paul Lindale, Office: S217, (413) 775-1241, email: lindale@gcc.mass.edu
Academic Programs

Art/Graphic Design (GDC)

Designated MassTransfer Option — pending approval

This program is undergoing review and is not currently accepting new students.

THE DEGREE: Associate of Science

THE OPTION: designed to meet the specific requirements of the MassTransfer policy (pending approval) within the context of the GCC Graphic Design program. Graduation with a grade point average of 2.50 or higher may qualify you for MassTransfer and graduation with a GPA of 3.00 or higher may qualify you for a partial tuition waiver.

YOUR NEXT STEP: transfer to a baccalaureate degree college.

REQUIRED COURSES

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<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
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<tbody>
<tr>
<td>ART 103</td>
<td>Art History I</td>
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<tr>
<td>ART 104</td>
<td>Art History II</td>
<td>3</td>
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<tr>
<td>ART 121</td>
<td>Two-Dimensional Design</td>
<td>3</td>
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<tr>
<td>ART 125</td>
<td>Three-Dimensional Design</td>
<td>3</td>
</tr>
<tr>
<td>ART 131</td>
<td>Drawing I</td>
<td>3</td>
</tr>
<tr>
<td>ART 141</td>
<td>Color</td>
<td>3</td>
</tr>
<tr>
<td>ART 151</td>
<td>Introduction to Photography</td>
<td>3</td>
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<tr>
<td>ART 161</td>
<td>Introduction to the Electronic Studio</td>
<td>3</td>
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<tr>
<td>ART 173</td>
<td>Digital Design</td>
<td>3</td>
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<tr>
<td>ART 237</td>
<td>Perspective Drawing</td>
<td>3</td>
</tr>
<tr>
<td>ART 263</td>
<td>Designing for the World Wide Web</td>
<td>3</td>
</tr>
<tr>
<td>ART 264</td>
<td>Dynamic Web Page Design</td>
<td>3</td>
</tr>
<tr>
<td>ART 271</td>
<td>Graphic Design I: Typography</td>
<td>3</td>
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<tr>
<td>ART 272</td>
<td>Graphic Design II: Problems in Design</td>
<td>3</td>
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<tr>
<td>Fine Art Elective (select one of the following)</td>
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<tr>
<td>ART 132</td>
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<td>3</td>
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<tr>
<td>ART 141</td>
<td>Color</td>
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</table>

Total: 77 credits

ART STUDIO ELECTIVES (6 credits): at least three credits must be at the 200 level.

<table>
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<th>Course Title</th>
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<tr>
<td>ART 135</td>
<td>Introduction to Video</td>
<td>3</td>
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<tr>
<td>ART 137</td>
<td>Animation</td>
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<tr>
<td>ART 225</td>
<td>Three-Dimensional Design</td>
<td>3</td>
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<td>ART 226</td>
<td>Thematic Drawing</td>
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<td>ART 235</td>
<td>Figure Drawing I: Anatomy and Structure</td>
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<td>ART 236</td>
<td>Figure Drawing II-A</td>
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<td>ART 237</td>
<td>Figure Drawing II-B</td>
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<tr>
<td>ART 238</td>
<td>Perspective Drawing</td>
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<tr>
<td>ART 241</td>
<td>Painting I</td>
<td>3</td>
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<tr>
<td>ART 242</td>
<td>Painting II-A</td>
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<tr>
<td>ART 251</td>
<td>Photography I-A</td>
<td>3</td>
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<tr>
<td>ART 255</td>
<td>Video I-A</td>
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<td>ART 261</td>
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</tr>
</tbody>
</table>

1. See pages 35-37 for the specific requirements of the MassTransfer policy; admission to UMass Art programs is subject to portfolio review.
2. UMass will accept up to 75 credits in transfer.

PROGRAM COORDINATOR

Paul Lindale, Office: S217, (413) 775-1241, email: lindale@gcc.mass.edu
# Art/Media Arts (AMP)

**THE DEGREE:** Associate of Science

**THE PROGRAM:** focuses on the development of critical, philosophical, visual, and technical skills in the media arts. Students select a concentration in either photography or computer arts. The program includes foundation experiences in the fine arts and required courses in liberal arts and art history.

**YOUR NEXT STEP:** transfer to a four-year art college or professional institution or seek employment. Your career may include work in photography, electronic imaging, video, animation, and web site design.

## REQUIRED COURSES

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>AHS 101</td>
<td>Art History Survey I</td>
<td>3</td>
</tr>
<tr>
<td>AHS 102</td>
<td>Art History Survey II</td>
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<tr>
<td>ART 121</td>
<td>Two-Dimensional Design</td>
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<td>Drawing I</td>
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<td>ART 141</td>
<td>Color</td>
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<tr>
<td>ART 151</td>
<td>Introduction to Photography</td>
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<tr>
<td>ART 155</td>
<td>Digital Video</td>
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</tr>
<tr>
<td>ART 161</td>
<td>Introduction to the Electronic Studio</td>
<td>3</td>
</tr>
<tr>
<td>ART 240</td>
<td>Special Topics in Art</td>
<td>3</td>
</tr>
</tbody>
</table>

**Concentration requirements (choose one of the following concentrations) **

### Photography Concentration

- ART 251 Photography I-A
- ART 252 Photography I-B
- ART 261 Electronic Imaging

### Computer Arts Concentration

- ART 268 Three-Dimensional Modeling
- ART 269 Three-Dimensional Animation
- Computer Arts Elective

### Art Studio Electives

- Art Studio Electives (from the list below) **9 credits:** at least six credits must be at the 200 level or higher.

<table>
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<tr>
<th>Course Code</th>
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<tbody>
<tr>
<td>ART 125</td>
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<tr>
<td>ART 132</td>
<td>Drawing II</td>
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<tr>
<td>ART 173</td>
<td>Digital Design</td>
<td>3</td>
</tr>
<tr>
<td>ART 225</td>
<td>Three-Dimensional Design II</td>
<td>3</td>
</tr>
<tr>
<td>ART 235</td>
<td>Figure Drawing</td>
<td>3</td>
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<tr>
<td>ART 236</td>
<td>Figure Drawing II-A</td>
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<tr>
<td>ART 240</td>
<td>Special Topics in Art</td>
<td>3</td>
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<td>ART 241</td>
<td>Painting I</td>
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<td>Photography I-A</td>
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<tr>
<td>ART 253</td>
<td>Video Art</td>
<td>3</td>
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<tr>
<td>ART 256</td>
<td>Video Portfolio</td>
<td>3</td>
</tr>
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<td>ART 261</td>
<td>Electronic Imaging</td>
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<td>ART 263</td>
<td>Web Site Design</td>
<td>3</td>
</tr>
<tr>
<td>ART 264</td>
<td>Flash Site Design</td>
<td>3</td>
</tr>
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</tr>
<tr>
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<td>Three-Dimensional Animation</td>
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</tr>
<tr>
<td>ART 288</td>
<td>Studio Transfer Course</td>
<td>3</td>
</tr>
</tbody>
</table>

**TOTAL 66**

### Photography Concentration

- ART 155 Digital Video
- ART 161 Introduction to the Electronic Studio
- ART 240 Special Topics in Art

### Computer Arts Elective

- Computer Arts Elective

### Art Studio Electives

- Art Studio Electives (from the list below) **9 credits:** at least six credits must be at the 200 level or higher.

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**TOTAL 66**

### Concentration requirements

- Photography Concentration
- Computer Arts Concentration

### Art Studio Electives

- Art Studio Electives (from the list below) **9 credits:** at least six credits must be at the 200 level or higher.

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**PROGRAM COORDINATOR**

Paul Lindale, Office: S217, (413) 775-1241, email: lindale@gcc.mass.edu
Academic Programs

Art/Media Arts (AMC)  
(MassTransfer Option)

THE DEGREE: Associate of Science

THE OPTION: is designed to meet the specific requirements of the MassTransfer policy within the context of the GCC Media Arts program. Graduation with a grade point average of 2.50 or higher may qualify you for MassTransfer and graduation with a GPA of 3.00 or higher may qualify you for a partial tuition waiver.\(^1\)

YOUR NEXT STEP: transfer to a baccalaureate degree college.

REQUIRED COURSES  
CREDITS

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<tr>
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<th>Course Name</th>
<th>Credits</th>
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</thead>
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<td>Art History Survey I</td>
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<td>AHS 102</td>
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<td>ART 155</td>
<td>Digital Video</td>
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<td>ART 161</td>
<td>Introduction to the Electronic Studio</td>
<td>3</td>
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<tr>
<td>ART 240</td>
<td>Special Topics in Art</td>
<td>3</td>
</tr>
<tr>
<td>Concentration requirements (choose one of the following concentrations)</td>
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</table>

Photography Concentration
- ART 251 Photography I-A
- ART 252 Photography I-B
- ART 256 Electronic Imaging

Computer Arts Concentration
- ART 268 Three-Dimensional Modeling
- ART 269 Three-Dimensional Animation

Computer Arts Elective \(^2\)

Art Studio Electives (from the list below) \(^3\)                                  | 6       |

Science Elective (two 4-credit lab science courses coded NC)  \(^4\)          | 8       |

TOTAL: \(^5\) 74

ART STUDIO ELECTIVES (6 credits): at least three credits must be at the 200 level.

<table>
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<tr>
<th>Course Code</th>
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<tbody>
<tr>
<td>ART 125</td>
<td>Three-Dimensional Design</td>
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</tr>
<tr>
<td>ART 173</td>
<td>Digital Design</td>
<td>3</td>
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<tr>
<td>ART 188</td>
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<td>ART 225</td>
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</tbody>
</table>

\(^1\) See pages 35-37 for the specific requirements of the MassTransfer policy; admission to UMass Art programs is subject to portfolio review.

\(^2\) Choose from: ART 255 Video Art, ART 263 Web Site Design, or ART 264 Flash Site Design

\(^3\) UMass will accept up to 75 credits in transfer.

\(^4\) As approved by Program Coordinator.

PROGRAM COORDINATOR
Paul Lindale, Office: S217, (413) 775-1241, email: lindale@gcc.mass.edu
Computer Information Systems (CIS)

THE DEGREE: Associate of Science

THE PROGRAM: is for students interested in applying knowledge of microcomputer operating systems, software, and networks to business needs. The program teaches the use of current application packages in databases, spreadsheets, word processing, and website design and administration, single-user and network operating systems, network administration and design, and database development and programming. A foundation of business courses is included.

YOUR NEXT STEP: employment as the microcomputer specialist, consultant, or technical support person in a variety of business settings, or transfer to a four-year program.

REQUIRED COURSES CREDITS

<table>
<thead>
<tr>
<th>Business Core</th>
<th></th>
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</thead>
<tbody>
<tr>
<td>ACC 121 Principles of Financial Accounting I, or ACC 151 Concepts in Financial Accounting I</td>
<td>3-4</td>
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<tr>
<td>BUS 111 The Contemporary Business World</td>
<td>3</td>
</tr>
<tr>
<td>BUS 116 E-commerce</td>
<td>3</td>
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<tr>
<td>Business Elective: choose any one of the following: ACC 122, ACC 152, BUS 123, BUS 155, or any 200-level course coded ACC or BUS</td>
<td>3-4</td>
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</tbody>
</table>

<table>
<thead>
<tr>
<th>Computer Core</th>
<th></th>
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</thead>
<tbody>
<tr>
<td>CIS 140 Microcomputer Software Tools I</td>
<td>3</td>
</tr>
<tr>
<td>CIS 141 Microcomputer Software Tools II</td>
<td>3</td>
</tr>
<tr>
<td>CIS 145 Relational Database Design and Application</td>
<td>3</td>
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<tr>
<td>CIS 150 Programming Principles and Concepts</td>
<td>3</td>
</tr>
<tr>
<td>CIS 151 Web Site Development</td>
<td>3</td>
</tr>
<tr>
<td>CIS 180 Network Workstation Administration</td>
<td>3</td>
</tr>
<tr>
<td>CIS Elective: choose any nine (9) credits in CIS courses numbered 200 or above</td>
<td>9</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Liberal Arts Core</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>ECO 101 Principles of Macroeconomics, or ECO 102 Principles of Microeconomics</td>
<td>3</td>
</tr>
<tr>
<td>ENG 101, 103, or 105 English Composition I</td>
<td>3</td>
</tr>
<tr>
<td>ENG 112, 114, or 116 English Composition II</td>
<td>3</td>
</tr>
<tr>
<td>Math Elective (coded NC)</td>
<td>3</td>
</tr>
<tr>
<td>PSY 101 Principles of Psychology, or SOC 101 Principles of Sociology</td>
<td>3</td>
</tr>
<tr>
<td>Liberal Arts Electives (ART 161 Introduction to Electronic Studio and ART 264 Flashsite Design strongly recommended)</td>
<td>6</td>
</tr>
</tbody>
</table>

TOTAL 60-63

① CIS majors must pass or place out of MAT 106 to take CIS 150, so MAT 107 is strongly recommended.

PROGRAM COORDINATOR
Dr. Thomas R. Simmons, Office: E132F, (413) 775-1482, email: simmonst@gcc.mass.edu
Criminal Justice (CRJ)

THE DEGREE: Associate of Science

THE PROGRAM: provides a broad education in the administration, operations and objectives of the criminal justice system and its component parts: police, courts, and corrections.

YOUR NEXT STEP: transfer into a baccalaureate degree program or enter into any of several careers within the criminal justice system, including police work, correctional work, the law, or social work.

REQUIRED COURSES

<table>
<thead>
<tr>
<th>COURSE</th>
<th>CREDITS</th>
</tr>
</thead>
<tbody>
<tr>
<td>CRJ 101 Introduction to Criminal Justice</td>
<td>3</td>
</tr>
<tr>
<td>CRJ 103 Criminal Law</td>
<td>3</td>
</tr>
<tr>
<td>CRJ 105 Police Process</td>
<td>3</td>
</tr>
<tr>
<td>CRJ 107 Adjudication Process</td>
<td>3</td>
</tr>
<tr>
<td>CRJ 109 Corrections Process</td>
<td>3</td>
</tr>
<tr>
<td>CRJ 121 Criminology</td>
<td>3</td>
</tr>
<tr>
<td>ENG 101, 103, or 105 English Composition I</td>
<td>3</td>
</tr>
<tr>
<td>ENG 112, 114, or 116 English Composition II</td>
<td>3</td>
</tr>
<tr>
<td>POL 101 American Politics</td>
<td>3</td>
</tr>
<tr>
<td>PSY 101 Principles of Psychology</td>
<td>3</td>
</tr>
<tr>
<td>SOC 101 Principles of Sociology</td>
<td>3</td>
</tr>
<tr>
<td>SOC 201 Social Problems</td>
<td>3</td>
</tr>
<tr>
<td>PCS 101 or 121 or 131 or 141 Personal Communication Skills</td>
<td>3</td>
</tr>
<tr>
<td>General Elective</td>
<td>6</td>
</tr>
<tr>
<td>Natural Science/Humanities Electives</td>
<td>9</td>
</tr>
<tr>
<td>Criminal Justice Electives</td>
<td>6</td>
</tr>
</tbody>
</table>

TOTAL 60

CRIMINAL JUSTICE ELECTIVES

<table>
<thead>
<tr>
<th>COURSE</th>
<th>CREDITS</th>
</tr>
</thead>
<tbody>
<tr>
<td>CRJ 113 Juvenile Justice</td>
<td>3</td>
</tr>
<tr>
<td>CRJ 131 Social Issues in Criminal Justice</td>
<td>3</td>
</tr>
<tr>
<td>CRJ 203 Criminal Investigation</td>
<td>3</td>
</tr>
<tr>
<td>CRJ 209 Community Policing in the 21st Century</td>
<td>3</td>
</tr>
<tr>
<td>CRJ 215 Field Experience Practicum</td>
<td>3</td>
</tr>
<tr>
<td>CRJ 219 Constitutional Criminal Procedure</td>
<td>3</td>
</tr>
</tbody>
</table>

① Students who wish to take advantage of MassTransfer, see page 89.

PLEASE NOTE: Only credit from regionally accredited institutions of higher education is accepted for transfer into an undergraduate Criminal Justice Program, and not all credit is necessarily accepted. There are requirements for transfer credit which may be stricter than those for the college generally. The Criminal Justice Program does not award credit for life experience, military police academy or related training. No more than 10 percent of an Associate's Degree can be completed through knowledge-based examinations (e.g., CLEP, Dantes). Please contact the Program Coordinator with any questions or concerns.

The associate's degree program in Criminal Justice is Quinn Bill approved by the Massachusetts Board of Higher Education.

PROGRAM COORDINATOR

Walter Nieliwocki, Office: E132L, (413) 775-1136, email: nieliwocki@gcc.mass.edu
Criminal Justice (CJC)  
(MassTransfer Option)

THE DEGREE: Associate of Science

THE OPTION: provides a broad education in the administration, operations and objectives of the criminal justice system and its component parts: police, courts, and corrections. The CJC major is designed for students who wish to transfer to a baccalaureate degree program within the Massachusetts public education system.

YOUR NEXT STEP: transfer into a baccalaureate degree program or enter into any of several careers within the criminal justice system, including police work, correctional work, the law, or social work.

REQUIRED COURSES                                      CREDITS
CRJ 101 Introduction to Criminal Justice..............................3
CRJ 103 Criminal Law...............................................................3
CRJ 105 Police Process .......................................................3
CRJ 107 Adjudication Process................................................3
CRJ 109 Corrections Process................................................3
CRJ 121 Criminology..............................................................3
ENG 101, 103, or 105 English Composition I............................3
ENG 112, 114, or 116 English Composition II............................3
POL 101 American Politics...................................................3
PSY 101 Principles of Psychology............................................3
SOC 101 Principles of Sociology.............................................3
SOC 201 Social Problems.....................................................3
PCS 101 or 121 or 131 or 141 Personal Communication Skills........3
Science/Math Core ................................................................11-12
  a) Science: two 4-credit BIO, CHE, EGR, GEO, PHY, SCI with NC advising codes
  b) Math: MAT course with NC advising code (D)
Humanities: course with an HC advising code in AHS, ASL, DAN, ENG, FLK, FRE, GGY, HIS, HUM, LAT, MUS, PHI, SPA, THE ..............................................9
Criminal Justice Electives ...................................................6

TOTAL 65-66

CRIMINAL JUSTICE ELECTIVES
CRJ 113 Juvenile Justice .......................................................3
CRJ 131 Social Issues in Criminal Justice ..............................3
CRJ 203 Criminal Investigation ............................................3
CRJ 209 Community Policing in the 21st Century .................3
CRJ 215 Field Experience Practicum ..................................3
CRJ 219 Constitutional Criminal Procedure..........................3

Math course to be chosen after consultation with faculty advisor and in consideration of the requirements of the transfer institution.

PLEASE NOTE: Colleges accept for transfer into an undergraduate Criminal Justice Program only credit earned at regionally accredited institutions of higher education. Requirements for transfer credit may be stricter than those for the college generally. Colleges may transfer some Criminal Justice credits as electives and not apply them to the requirements of the major. The Criminal Justice Program does not award credit for life experience, military police academy or related training. No more than 10 percent of the degree requirements may be completed through knowledge-based examinations (e.g., CLEP, Dantes). Please contact the Program Coordinator with any questions or concerns.

The associate’s degree program in Criminal Justice is Quinn Bill approved by the Massachusetts Board of Higher Education.

PROGRAM COORDINATOR
Walter Nieliwocki, Office: E132L, (413) 775-1136, email: nieliwocki@gcc.mass.edu
Early Childhood Education (ECE)
(MassTransfer Option)

THE DEGREE: Associate of Science

THE PROGRAM: provides a strong background in early childhood education and liberal arts. The curriculum integrates coursework with direct experience in a variety of early childhood settings.

YOUR NEXT STEP: work as a professional with Lead Teacher Certification from the Department of Early Education and Care in various early childhood settings or transfer to a baccalaureate degree institution as preparation to teach in preschools and elementary schools.

REQUIRED COURSES CREDITS

<table>
<thead>
<tr>
<th>Course</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>EDU 101 Introduction to Early Childhood Education</td>
<td>3</td>
</tr>
<tr>
<td>EDU 103 Creative Experiences in Art, Music, and Drama</td>
<td>3</td>
</tr>
<tr>
<td>EDU 111 Introduction to Special Education</td>
<td>3</td>
</tr>
<tr>
<td>EDU 201 Early Childhood Curriculum</td>
<td>3</td>
</tr>
<tr>
<td>EDU 215 Student Teaching I</td>
<td>6</td>
</tr>
<tr>
<td>EDU 216 Student Teaching II</td>
<td>6</td>
</tr>
<tr>
<td>ENG 101, 103, or 105 English Composition I</td>
<td>3</td>
</tr>
<tr>
<td>ENG 112, 114, or 116 English Composition II</td>
<td>3</td>
</tr>
<tr>
<td>ENG 205 British Literature I</td>
<td>3</td>
</tr>
<tr>
<td>or ENG 206 British Literature II</td>
<td></td>
</tr>
<tr>
<td>ENG 241 Survey of Children's Literature</td>
<td>3</td>
</tr>
<tr>
<td>HIS 101, 102, 105, or 106</td>
<td>3</td>
</tr>
<tr>
<td>PSY 101 Principles of Psychology</td>
<td>3</td>
</tr>
<tr>
<td>PSY 233 Child Behavior and Development</td>
<td>3</td>
</tr>
<tr>
<td>Choose one of the following</td>
<td>3</td>
</tr>
<tr>
<td>- ANT 104 Cultural Anthropology: Tribes, States and the Global System</td>
<td></td>
</tr>
<tr>
<td>- or ECO 101 Principles of Macroeconomics</td>
<td></td>
</tr>
<tr>
<td>- or ECO 102 Principles of Microeconomics</td>
<td></td>
</tr>
<tr>
<td>- or POL 101 American Politics</td>
<td></td>
</tr>
<tr>
<td>PCS 101 or 121 or 131 or 141 Personal Communication Skills</td>
<td>3</td>
</tr>
<tr>
<td>MAT 116 Mathematics for Early Childhood and Elementary Educators</td>
<td>4</td>
</tr>
<tr>
<td>Science Core</td>
<td>8</td>
</tr>
<tr>
<td>- One biological science and one physical science</td>
<td></td>
</tr>
<tr>
<td>a) Science: one 4-credit BIO course</td>
<td></td>
</tr>
<tr>
<td>b) Science: one 4-credit CHE, GEO, PHY, or SCI course; or EGR with NC advising code</td>
<td></td>
</tr>
<tr>
<td>Liberal Art Elective: (Consult with Education Faculty)</td>
<td>3</td>
</tr>
<tr>
<td>TOTAL</td>
<td>66</td>
</tr>
</tbody>
</table>

Students participating in this program must undergo a Criminal Offender Record Information (CORI) check. For more information please refer to page 9.

Placement in a teaching site for EDU 215 and EDU 216 is not guaranteed and depends upon agreement among the teaching site, the EDU faculty and the student. Some students prefer to complete the program over a longer period of time.

The associate’s degree program in Early Childhood Education is accredited by the National Association for the Education of Young Children.

PROGRAM COORDINATOR

Sharon Roth, Office: E116N, (413) 775-1118, email: roth@gcc.mass.edu
## Engineering Science (EGS)

**THE DEGREE:** Associate of Science  
**THE PROGRAM:** provides a base of mathematics, science, and engineering fundamentals common to the first two years of a baccalaureate degree engineering program. Engineering electives provide special courses to suit your particular interest in civil/environmental, electrical/computer, mechanical/industrial, or chemical engineering. Greenfield Community College participates in the College of Engineering Consortium Agreement with University of Massachusetts/Amherst.  
**YOUR NEXT STEP:** transfer as an engineering major to a baccalaureate degree institution. GCC graduates have successfully transferred to Northeastern University, Rensselaer Polytechnic Institute, Western New England College, and Worcester Polytechnic Institute.

### REQUIRED COURSES

<table>
<thead>
<tr>
<th>Course Description</th>
<th>CREDITS</th>
</tr>
</thead>
<tbody>
<tr>
<td>Computer Based Course (CIS 140, 150, 251, or 252)</td>
<td>3</td>
</tr>
<tr>
<td>ECO Elective (ECO 101 Principles of Macroeconomics, or ECO 102 Principles of Microeconomics)</td>
<td>3</td>
</tr>
<tr>
<td>EGR 105 Introduction to Engineering, Science, Technology, and Society</td>
<td>3-4</td>
</tr>
<tr>
<td>EGR 107 Engineering Graphics</td>
<td>3-4</td>
</tr>
<tr>
<td>ENG 101, 103, or 105 English Composition I</td>
<td>3</td>
</tr>
<tr>
<td>ENG 112, 114, or 116 English Composition II</td>
<td>3</td>
</tr>
<tr>
<td>MAT 201 Calculus with Analytic Geometry I</td>
<td>3-4</td>
</tr>
<tr>
<td>MAT 202 Calculus with Analytic Geometry II</td>
<td>3-4</td>
</tr>
<tr>
<td>MAT 203 Multivariate Calculus</td>
<td>3-4</td>
</tr>
<tr>
<td>MAT Elective (advanced)</td>
<td>3-4</td>
</tr>
<tr>
<td>PHY 111 General Physics I with Calculus</td>
<td>4</td>
</tr>
<tr>
<td>PHY 112 General Physics II with Calculus</td>
<td>4</td>
</tr>
<tr>
<td>Electives with BC or HC advising code</td>
<td>6</td>
</tr>
<tr>
<td>Concentration Electives (see list on next page)</td>
<td>21-28</td>
</tr>
<tr>
<td><strong>TOTAL</strong></td>
<td>65-78</td>
</tr>
</tbody>
</table>

Note: Courses shown with 3-4 credits refer to transfer credits, which vary depending on the transfer institution.

1. Students must meet with the Engineering program coordinator to select courses for their specific situation. Some Concentration Electives will be taken at UMASS through our consortium agreement.

### CONCENTRATION ELECTIVES, PROGRAM COORDINATOR

(continued on the next page)
Academic Programs

Engineering Science (EGS)

(continued from previous page)

CONCENTRATION ELECTIVES – SEE PROGRAM COORDINATOR

Students, with help from their advisor or the Engineering Coordinator, must select their specific concentration electives. CHE 111 and CHE 112 are recommended except when not required by transfer institution. The selection should be based on the student’s expected engineering major (chemical, civil, environmental, electrical, computer, industrial, or mechanical engineering) and on the requirements of the transfer baccalaureate institution. In most instances, the GCC courses will be accepted at the transferring institution. Courses from this list not accepted by the transferring institution will nevertheless provide valuable background knowledge to prepare students for similar courses at the baccalaureate institution.

GENERAL ENGINEERING PROGRAM ADVISING GUIDE FOR GCC ASSOCIATE DEGREE

Fall – Freshman Year
- Computer Based Course
- Calculus I (GCC MAT 201)
- Concentration Elective (GCC CHE 111)
- Physics w/ Calculus I (GCC PHY 111)
- English Comp I (GCC ENG 101 or equivalent)
- Engineering Orientation (GCC EGR 105)

Fall – Sophomore Year
- Concentration Elective
- Multivariate Calculus (GCC MAT 203)
- Concentration Elective
- Concentration Elective
- Liberal Arts Elective (BC or HC)

Spring – Freshman Year
- Physics w/ Calculus II (GCC PHY 112)
- Calculus II (GCC MAT 202)
- Economics Elective (ECO 101 or 102)
- Liberal Arts Elective (BC or HC)
- Engineering Graphics (GCC EGR 107)
- Concentration Elective

Spring – Sophomore Year
- English Comp II (GCC ENG 112, 114, 116)
- Math Elective (GCC MAT 204 or 205)
- Concentration Elective
- Concentration Elective
- Concentration Elective

NOTES:
- Placement tests determine readiness for MAT and ENG courses, MAT 090, 105, 106, 107, 108 and ENG 090 and COL 090 may be required if present skills in these areas are insufficient.
- The Concentration Electives are chosen on the basis of the specific Engineering field desired, and should be chosen with regard to the selected transfer institution. Chemistry is accepted as a Concentration Elective.
- Other Concentration Electives will most likely be taken on campus either at HCC, or UMASS, or through distance learning courses. Select these in conjunction with your advisor, and as approved by EGS program coordinator.

LIST OF POSSIBLE CONCENTRATION ELECTIVES:
- For Electrical and Computer Engineering these could include: Circuits I, Circuits II, Data Structures & Algorithms, Hardware Org. & Design, Digital Logic, Advanced Computer Programming, Chemistry, Biology, etc.
- For Mechanical Engineering these could include: Statics, Strength of Materials, Material Science, Thermodynamics, Material Design, Chemistry, etc.
- For Civil & Environmental Engineering these could include: Statics, Strength of Materials, Material Science, Thermodynamics, Probability & Statistics in Civil Engineering, Civil Engineering Analysis, Environmental, Chemistry, etc.
- For Chemical Engineering these could include: Chemistry I and II, Organic Chemistry I, Organic Chemistry II, Thermodynamics, Fluid Mechanics.
- For Industrial Engineering these could include: Advanced Computer Programming Languages, Statics, Probability & Statistics, Material Science, Strength of Materials, Introduction to Mechanical Design, Chemistry, etc.

Students must meet with the Engineering program coordinator to select courses for their specific situation. Some Concentration Electives will be taken at UMASS through our consortium agreement.

PROGRAM COORDINATOR
Ted Johnson, Office: E124L, (413) 775-1429, email: johnson@gcc.mass.edu
Fire Science Technology (FST)

THE DEGREE: Associate of Science

THE PROGRAM: provides academic enhancement to the physical and technical training fire fighters receive at State and National Fire Academies in the areas of fire protection, fire prevention, hazardous materials, and department and fire scene organizational management.

YOUR NEXT STEP: begin or enhance your career in municipal fire protection, insurance and building inspection, fire protection work with private firms, or transfer to a baccalaureate degree institution with major emphasis on fire department management or fire science education.

REQUIRED COURSES

<table>
<thead>
<tr>
<th>COURSE</th>
<th>CREDITS</th>
</tr>
</thead>
<tbody>
<tr>
<td>CHE 105 Basic Principles of Chemistry, or CHE 111 General Chemistry I</td>
<td>3-4</td>
</tr>
<tr>
<td>CIS 140 Microcomputer Software Tools I</td>
<td>3</td>
</tr>
<tr>
<td>or a CIS course approved by the Fire Science Program Coordinator</td>
<td></td>
</tr>
<tr>
<td>ENG 101, 103, or 105 English Composition I</td>
<td>3</td>
</tr>
<tr>
<td>ENG 112, 114, or 116 English Composition II</td>
<td>3</td>
</tr>
<tr>
<td>FST 101 Introduction to Fire Protection</td>
<td>3</td>
</tr>
<tr>
<td>FST 109 Hazardous Materials I</td>
<td>3</td>
</tr>
<tr>
<td>FST 111 Building Construction</td>
<td>3</td>
</tr>
<tr>
<td>FST 113 Fire Hydraulics</td>
<td>3</td>
</tr>
<tr>
<td>FST 125 Fire Prevention, Codes and Ordinances</td>
<td>4</td>
</tr>
<tr>
<td>FST 201 Fire Protection Systems and Equipment I</td>
<td>3</td>
</tr>
<tr>
<td>MAT (Any math course with NC coding)</td>
<td>3-4</td>
</tr>
<tr>
<td>PSY 101 Principles of Psychology</td>
<td>3</td>
</tr>
<tr>
<td>SOC 101 Principles of Sociology</td>
<td>3</td>
</tr>
<tr>
<td>PCS 101 or 121 or 131 or 141 Personal Communication Skills</td>
<td>3</td>
</tr>
<tr>
<td>FST/EMS/SPA 163 Electives</td>
<td>15</td>
</tr>
<tr>
<td>Humanities elective (Any course coded HC or HL)</td>
<td>3</td>
</tr>
</tbody>
</table>

TOTAL 61-63

1 FST/EMS/SPA 163 electives consist of all courses designated FST or EMS not specifically required in the curriculum. No more than 10 EMS credits can be used in this category. SPA 163 (Spanish for Fire Fighters) can count either as elective credits in this category or as Humanities elective credit but not both.

PROGRAM COORDINATOR

Dr. Peter Rosnick, Office: E123A, (413) 775-1441, email: rosnick@gcc.mass.edu
Academic Programs

Management (MAN)

THE DEGREE: Associate of Science

THE PROGRAM: provides occupational and some transfer possibilities. You will be required to take a core of management courses, as well as liberal arts courses and electives that will allow you to transfer or enter the workplace. You may choose either a general management concentration or a total quality management concentration.

YOUR NEXT STEP: work in entry-level management positions in business and public organizations or transfer to a business administration program at a baccalaureate degree institution.

REQUIRED COURSES

<table>
<thead>
<tr>
<th>COURSE</th>
<th>CREDITS</th>
</tr>
</thead>
<tbody>
<tr>
<td>ACC 121 Principles of Financial Accounting I</td>
<td>4 or 3</td>
</tr>
<tr>
<td>or ACC 151 Concepts of Financial Accounting I</td>
<td></td>
</tr>
<tr>
<td>ACC 122 Principles of Financial Accounting II</td>
<td>4 or 3</td>
</tr>
<tr>
<td>or ACC 152 Concepts of Financial Accounting II</td>
<td></td>
</tr>
<tr>
<td>ACC 203 Management Accounting</td>
<td>3</td>
</tr>
<tr>
<td>BUS 105 Personal Financial Literacy</td>
<td>3</td>
</tr>
<tr>
<td>BUS 111 The Contemporary Business World</td>
<td>3</td>
</tr>
<tr>
<td>BUS 123 Business Communications</td>
<td>3</td>
</tr>
<tr>
<td>BUS 155 Business Law I</td>
<td>3</td>
</tr>
<tr>
<td>BUS 203 Human Resources Management</td>
<td>3</td>
</tr>
<tr>
<td>BUS 205 Principles of Management</td>
<td>3</td>
</tr>
<tr>
<td>BUS 209 Principles of Marketing</td>
<td>3</td>
</tr>
<tr>
<td>CIS 140 Microcomputer Software Tools I</td>
<td>3</td>
</tr>
<tr>
<td>ECO 101 Principles of Macroeconomics</td>
<td>3</td>
</tr>
<tr>
<td>ECO 102 Principles of Microeconomics</td>
<td>3</td>
</tr>
<tr>
<td>ENG 101, 103, or 105 English Composition I</td>
<td>3</td>
</tr>
<tr>
<td>ENG 112, 114, or 116 English Composition II</td>
<td>3</td>
</tr>
<tr>
<td>PSY 101 Principles of Psychology</td>
<td>3</td>
</tr>
<tr>
<td>Program Electives (ACC, BUS, CIS, or ECO course)</td>
<td>6</td>
</tr>
<tr>
<td>Liberal Arts Electives</td>
<td>6</td>
</tr>
<tr>
<td>General Electives</td>
<td>3</td>
</tr>
</tbody>
</table>

TOTAL 63 OR 65

ENTREPRENEURIAL OPTION

Students take the following courses in partial fulfillment of the Program Electives above:

<table>
<thead>
<tr>
<th>COURSE</th>
<th>CREDITS</th>
</tr>
</thead>
<tbody>
<tr>
<td>BUS 116 E-Commerce</td>
<td>3</td>
</tr>
<tr>
<td>BUS 140 Entrepreneurship Seminar</td>
<td>1</td>
</tr>
</tbody>
</table>

PROGRAM COORDINATOR

Dr. Thomas R. Simmons, Office: E132F, (413) 775-1482, email: simmonst@gcc.mass.edu
Marketing (MKT)

THE DEGREE: Associate of Science

THE PROGRAM: provides the necessary coursework for transfer to some baccalaureate degree-awarding marketing and business programs while preparing students to assume contemporary, marketing-related responsibilities in small and large businesses. The program has a core of business and marketing-related courses which are combined with liberal arts courses emphasizing math, digital media, and behavioral sciences.

YOUR NEXT STEP: work in entry-level management positions in small and large businesses, or transfer to a marketing or business program in a baccalaureate degree institution.

REQUIRED COURSES

<table>
<thead>
<tr>
<th>Course</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>ACC 151</td>
<td>3</td>
</tr>
<tr>
<td>ACC 152</td>
<td>3</td>
</tr>
<tr>
<td>ART 161</td>
<td>3</td>
</tr>
<tr>
<td>BUS 105</td>
<td>3</td>
</tr>
<tr>
<td>BUS 111</td>
<td>3</td>
</tr>
<tr>
<td>BUS 116</td>
<td>3</td>
</tr>
<tr>
<td>BUS 125</td>
<td>3</td>
</tr>
<tr>
<td>BUS 155</td>
<td>3</td>
</tr>
<tr>
<td>BUS 209</td>
<td>3</td>
</tr>
<tr>
<td>CIS 140</td>
<td>3</td>
</tr>
<tr>
<td>CIS 141</td>
<td>3</td>
</tr>
<tr>
<td>CIS 145</td>
<td>3</td>
</tr>
<tr>
<td>CIS 151</td>
<td>3</td>
</tr>
<tr>
<td>ECO 101</td>
<td>3</td>
</tr>
<tr>
<td>ECO 102</td>
<td>3</td>
</tr>
<tr>
<td>ENG 101, 103, or 105</td>
<td>3</td>
</tr>
<tr>
<td>ENG 112, 114, or 116</td>
<td>3</td>
</tr>
<tr>
<td>MAT 114</td>
<td>4</td>
</tr>
<tr>
<td>PSY 101</td>
<td>3</td>
</tr>
</tbody>
</table>

Program Elective (any course coded AHS, ART, BUS, CIS, ECO, PCS, ANT 104, SOC 101) | 3 |

TOTAL 61

PROGRAM COORDINATOR

Dr. Thomas R. Simmons, Office: E132F, (413) 775-1482, email: simmonst@gcc.mass.edu
Nursing (NUR)

THE DEGREE: Associate of Science

THE PROGRAM: prepares you for a career as a nurse, providing patient care for adults and children in varied health care settings. You will be required to take a combination of liberal arts and clinical nursing courses in sequence over four semesters. Some students prefer to complete the program over a longer period of time.

YOUR NEXT STEP: take the R.N. licensure examination, and enter the R.N. work force, and/or continue your education part-time or full-time at a baccalaureate degree institution. We have articulation agreements with American International College, Elms College, Framingham State College, UMass/Amherst, and Vermont College’s Schools of Nursing.

REQUIRED COURSES

<table>
<thead>
<tr>
<th>Course</th>
<th>Lecture hours per week</th>
<th>Clinical and lab hours per week</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>BIO 195 Human Anatomy and Physiology I</td>
<td>3</td>
<td>2</td>
<td>4</td>
</tr>
<tr>
<td>BIO 196 Human Anatomy and Physiology II</td>
<td>3</td>
<td>2</td>
<td>4</td>
</tr>
<tr>
<td>BIO 205 Microbiology</td>
<td>3</td>
<td>3</td>
<td>4</td>
</tr>
<tr>
<td>ENG 101, 103, or 105 English Composition I</td>
<td>4</td>
<td></td>
<td>3</td>
</tr>
<tr>
<td>ENG 112, 114, or 116 English Composition II</td>
<td>4</td>
<td></td>
<td>3</td>
</tr>
<tr>
<td>NUR 101 Fundamentals of Nursing</td>
<td>4</td>
<td>12</td>
<td>8</td>
</tr>
<tr>
<td>NUR 106 Obstetric Nursing</td>
<td>5</td>
<td>9</td>
<td>4</td>
</tr>
<tr>
<td>NUR 108 Obstetric Nursing</td>
<td>5</td>
<td>9</td>
<td>4</td>
</tr>
<tr>
<td>NUR 111 Introduction to Nursing Process</td>
<td>4</td>
<td></td>
<td>3</td>
</tr>
<tr>
<td>or NUR 112 Introduction to Professional Nursing and the Nursing Process</td>
<td>4</td>
<td>12</td>
<td>8</td>
</tr>
<tr>
<td>NUR 201 Medical Surgical Nursing I</td>
<td>4</td>
<td>12</td>
<td>8</td>
</tr>
<tr>
<td>NUR 203 Mental Health Nursing</td>
<td>3</td>
<td>3</td>
<td>4</td>
</tr>
<tr>
<td>NUR 202 Medical Surgical Nursing II</td>
<td>4</td>
<td>15</td>
<td>9</td>
</tr>
<tr>
<td>NUR 204 Trends and Issues in Nursing</td>
<td>3</td>
<td></td>
<td>3</td>
</tr>
<tr>
<td>PSY 101 Principles of Psychology</td>
<td>3</td>
<td></td>
<td>3</td>
</tr>
<tr>
<td>PSY 217 Human Growth and Development</td>
<td>3</td>
<td></td>
<td>3</td>
</tr>
<tr>
<td>SOC 101 Principles of Sociology</td>
<td>3</td>
<td></td>
<td>3</td>
</tr>
<tr>
<td>Humanities Elective</td>
<td>3</td>
<td></td>
<td>3</td>
</tr>
</tbody>
</table>

TOTAL 70

1. C+ or better required
2. C or better required
3. 5 year currency or exam required
4. LPN advanced placement
5. 3 hours/credit hour for clinical; 2 hours/credit hour for labs
6. C+ or better required to advance to next course
7. CR required to advance to next course

Students participating in this program must undergo a Criminal Offender Record Information (CORI) check. For more information please refer to page 9.

PROGRAM COORDINATOR
Cheri Ducharme, Office: D203, (413) 775-1626, email: ducharme@gcc.mass.edu

(continued on next page)
The Associate Degree Nursing Program is approved by the Massachusetts Board of Registration in Nursing and is accredited by the National League for Nursing Accrediting Commission, 3343 Peachtree Road NE, Atlanta, GA 30326, (404) 975-5000. The highly-regarded Associate Degree program offers personal support and a wide range of challenging clinical learning opportunities in the Springfield, Holyoke, Northampton, Greenfield and Brattleboro areas.

ADMISSION PROCESS - Nursing requires a special admission process. Students who have met all admission requirements may submit applications between September 1, 2010 and February 22, 2011. Applicants who are selected from the pool will be notified by mid-April. Any applicant not selected will be required to reapply if seeking admission for the subsequent year. Informational meetings are held to describe the details of the A.D.N. program. Dates and locations for the meetings are available in semester course guides, from the Admission Office or the Health Occupations office (413) 775-1620.

ACADEMIC ADMISSION REQUIREMENTS FOR THIS PROGRAM - High school diploma or GED certificate required. Must place into ENG 101, 103, or 105 in placement assessment or successfully complete ENG 090 and COL 090 with a “C” or better. Must place out of MAT 105 (095) in placement assessment* or successfully complete MAT 105 (095) within five (5) years. Ten credits from the list of required non-nursing courses listed on the previous page, (including at least one of the BIO courses.)

Please note the prerequisite requirements for BIO 195. Effective Fall 2009: BIO 126 or a college level equivalent or high school or college chemistry within the past ten years, or placement by currency exam, or CHE 105 or CHE 111 concurrently, COL 090 and ENG 090, or satisfactory placement test scores. Effective Fall 2010: College Biology within the past ten years or BIO 126; COL 090 and ENG 090, or satisfactory placement test scores.

LEGAL REQUIREMENTS - Applicants need to know that individuals with a record of conviction by a Court of Law will be required to provide a complete explanation to the Board of Registration in Nursing in order to be permitted to take the licensing examination (NCLEX) after graduation. Some of the clinical facilities require that students meet the requirements of a CORI (Criminal Offenders Record Information) check every six months and may require a drug test screening. Students who fail to meet the requirements of GCC clinical affiliates will not be able to continue in the program.

EXTRA COSTS - Nursing students are required to purchase uniforms, lab equipment, malpractice insurance and standardized tests. In addition, there are fees for maintaining CPR certification, immunizations, health insurance, a required physical and nursing graduation related expenses (i.e., licensure application, NCLEX-RN exams, review course). Students are responsible for their own transportation between campus and clinical facilities.

EDUCATIONAL MOBILITY OPPORTUNITIES FOR LPNS - Licensed Practical nurses who have graduated from GCC’s Program or Vermont Technical Community College (VTCC in Brattleboro, VT), with a B average or better, who apply to GCC’s associate degree nursing program within five years of graduation can be accepted into the second year of GCC’s ADN Program on a space-available basis. All other LPNs are encouraged to apply for advanced placement into the second semester or the third semester of the ADN Program. LPNs entering the second semester of the program must have successfully completed English Comp. I, PSY 101, BIO 195 or 117, the Excelsior College Fundamentals of Nursing, Associate Degree level Examination and NUR 111. LPNs who earn entrance into the third semester or second year must have also successfully completed SOC 101, PSY 217, BIO 196, Excelsior College Maternal and Child Nursing, Baccalaureate Degree Examination and NUR 112 (in the place of NUR 111). For testing applications and study guides write to: Excelsior College Exams, Excelsior College, 7 Columbia Circle, Albany, NY 12203-5159, (888) 723-9267.

Transfer students can be accommodated but must complete the entire second year of nursing requirements.

* Applicants may also complete the MAT 105 admission requirement by receiving an algebra placement test score of 61 or higher and an arithmetic placement test score of 67 or higher.
Academic Programs

Occupational Technology (OCC)

THE DEGREE: Associate of Science

THE PROGRAM: provides opportunities for the person who already has developed industry specific technical skills to further his/her education in a concentration which emphasizes professional skill development for the vocational-technical educator; and/or the person who has worked in a trade specific area for at least 3 years and is looking to further develop his or her knowledge base for career advancement. Advanced program credit will be given for passing the Massachusetts Vocational-Technical Teacher Competency Testing program (a prerequisite for entry into the program), for full-time teaching in accredited vocational-technical schools, and for business experience related to the trades.

YOUR NEXT STEP: transfer into a baccalaureate degree program within the program’s transfer articulation agreement to obtain a bachelor in science in Occupational Education or work in entry level supervisory positions within your technical career choice.

REQUIRED COURSES CREDITS

<table>
<thead>
<tr>
<th>COURSE</th>
<th>CREDITS</th>
</tr>
</thead>
<tbody>
<tr>
<td>OCC 101 Vocational-Technical Teacher Competency</td>
<td>18</td>
</tr>
<tr>
<td>CIS 140 Microcomputer Software Tools I</td>
<td>3</td>
</tr>
<tr>
<td>Economics: Any course coded ECO</td>
<td></td>
</tr>
<tr>
<td>ENG 101, 103 or 105 English Composition I</td>
<td>3</td>
</tr>
<tr>
<td>ENG 112, 114, or 116 English Composition II</td>
<td>3</td>
</tr>
<tr>
<td>History: Any course coded HIS</td>
<td>3</td>
</tr>
<tr>
<td>MAT 114 Introduction to Statistics</td>
<td>3</td>
</tr>
<tr>
<td>or MAT 117 Mathematical Problem Solving</td>
<td>3-4</td>
</tr>
<tr>
<td>PSY 101 Principles of Psychology</td>
<td>3</td>
</tr>
<tr>
<td>Any lab science course coded NC</td>
<td>3-4</td>
</tr>
<tr>
<td>Liberal Arts Electives and/or Program Electives(1)</td>
<td>16-17</td>
</tr>
<tr>
<td>TOTAL 60</td>
<td></td>
</tr>
</tbody>
</table>

LIBERAL ARTS ELECTIVES (To satisfy MassTransfer requirements to transfer to another Massachusetts Public College or University)

<table>
<thead>
<tr>
<th>ELECTIVE</th>
<th>CREDITS</th>
</tr>
</thead>
<tbody>
<tr>
<td>Literature: any 200 level ENG course</td>
<td>3</td>
</tr>
<tr>
<td>An additional humanities course with an HC advising code in: AHS, ASL,</td>
<td></td>
</tr>
<tr>
<td>DAN, ENG, FLK, FRE, GGY, HIS, HUM, LAT, MUS, PHI, SPA, THE</td>
<td>3-4</td>
</tr>
<tr>
<td>One additional course coded BC</td>
<td>3</td>
</tr>
<tr>
<td>One additional science course coded NC</td>
<td>3-4</td>
</tr>
</tbody>
</table>

PROGRAM ELECTIVES

<table>
<thead>
<tr>
<th>COURSE</th>
<th>CREDITS</th>
</tr>
</thead>
<tbody>
<tr>
<td>OCC 102 Occupational Technology Teaching and Business Experience (2)</td>
<td>1-6</td>
</tr>
<tr>
<td>Any additional course coded NC</td>
<td>3-12</td>
</tr>
<tr>
<td>Business: Any course coded BUS</td>
<td>3-12</td>
</tr>
<tr>
<td>Computer Information Systems: Any course coded CIS</td>
<td></td>
</tr>
<tr>
<td>ACC 121 Principles of Financial Accounting I</td>
<td>4-8</td>
</tr>
<tr>
<td>and/or ACC 122 Principles of Financial Accounting II</td>
<td></td>
</tr>
<tr>
<td>EDU 205 Philosophy of Education</td>
<td>3</td>
</tr>
<tr>
<td>Engineering: Any course coded EGR</td>
<td>3-4</td>
</tr>
<tr>
<td>Science: Any SCI course listed in the Renewable Energy/Energy Efficiency Certificate Program</td>
<td>1-4</td>
</tr>
</tbody>
</table>

(continued on next page)
Occupational Technology (OCC)

(continued from previous page)

1. Enough elective credits must be taken to ensure a total of 60 credits for the program.
2. Two (2) credits per year will be granted for each year of successful full-time teaching under contract at an accredited vocational-technical high school. Up to three (3) credits may be granted for business experience (private, public, or non-profit) including experience in management, employee relations, and/or government regulations, taxes, and requirements. The total for these life experiences shall not exceed six (6) credits. To be granted these credits, applicants must submit a portfolio including proof of employment, performance reviews, letters of administrative support, and a narrative describing the applicant’s business experience that will be reviewed by the program coordinator, the Division Dean, and the Admission office.

PROGRAM COORDINATOR
Dr. Peter Rosnick, Office: E123A, (413) 775-1441, email: rosnick@gcc.mass.edu

Office Management (OMN)

THE DEGREE: Associate of Science
THE PROGRAM: develops skills needed to manage a wide variety of office settings. You may choose electives to develop a curriculum that meets your career goals, including office management in health service organizations, not-for-profit institutions, and small or medium business enterprises.
YOUR NEXT STEP: manage an office in a small to medium size organization.

REQUIRED COURSES CREDITS

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>ACC 121</td>
<td>Principles of Financial Accounting I</td>
<td>4</td>
</tr>
<tr>
<td>ACC 122</td>
<td>Principles of Financial Accounting II</td>
<td>4</td>
</tr>
<tr>
<td>BUS 105</td>
<td>Personal Financial Literacy</td>
<td>3</td>
</tr>
<tr>
<td>BUS 111</td>
<td>The Contemporary Business World</td>
<td>3</td>
</tr>
<tr>
<td>BUS 123</td>
<td>Business Communications</td>
<td>3</td>
</tr>
<tr>
<td>BUS 203</td>
<td>Human Resources Management</td>
<td>3</td>
</tr>
<tr>
<td>BUS 205</td>
<td>Principles of Management</td>
<td>3</td>
</tr>
<tr>
<td>CIS 140</td>
<td>Microcomputer Software Tools I</td>
<td>3</td>
</tr>
<tr>
<td>CIS 141</td>
<td>Microcomputer Software Tools II</td>
<td>3</td>
</tr>
<tr>
<td>CIS 145</td>
<td>Relational Database Design and Application</td>
<td>3</td>
</tr>
<tr>
<td>ENG 101, 103, or 105</td>
<td>English Composition I</td>
<td>3</td>
</tr>
<tr>
<td>ENG 112, 114, or 116</td>
<td>English Composition II</td>
<td>3</td>
</tr>
<tr>
<td>Any course with the prefix PCS (Personal Communication Skills)</td>
<td>3</td>
<td></td>
</tr>
<tr>
<td>Program Elective (any course with the prefix ACC, ADM, BUS, CIS, or ECO)</td>
<td>12</td>
<td></td>
</tr>
<tr>
<td>Liberal Arts Electives</td>
<td></td>
<td>12</td>
</tr>
<tr>
<td><strong>TOTAL</strong></td>
<td></td>
<td><strong>62</strong></td>
</tr>
</tbody>
</table>

PROGRAM COORDINATOR
Dr. Thomas R. Simmons, Office: E132F, (413) 775-1482, email: simmonst@gcc.mass.edu
Certificate Programs

- Digital Media (DME)
- Early Childhood Education (LEC)
- Entrepreneurship (ENT)
- Environmental Studies/Natural Resources (NRC)
- Human Services (HSV)
- Massage Therapy (MTC)
- Office Assistant (OFF)
- Outdoor Leadership (OLP)
- Paramedic (PMC)
- Practical Nursing-LPN, (PNC)
- Real Estate (RST)
- Renewable Energy/Energy Efficiency (REE)
- Web Development and Design (WDD)

Certificate programs consist of specialized education in specific career fields, without the general education coursework required for a degree. We have designed our programs to prepare you for early employment and/or to improve your specific job skills. You must complete at least 15 credits or two-thirds of the credit hours required for a certificate program (whichever is less) at GCC.

In most cases, the courses required to complete a certificate program may be used to fulfill requirements for an associate degree in the same field. If you complete the requirements for both the certificate and the degree simultaneously, you will receive only the associate degree.

Due to the sequence in which the certificate course requirements are offered, completion of these certificate programs within the normal time frame is not always possible if a student begins required coursework in January.

1 Certificate programs approved by the Massachusetts Department of Higher Education.
2 Program not eligible for federal or state financial assistance.
3 Accredited by the Commission on Massage Therapy Accreditation (COMTA).
4 Accredited by the Association for Experiential Education.
5 Approved by the Massachusetts Board of Registration for Nursing.
Digital Media (DME)

**THE CERTIFICATE:** Digital Media

**THE PROGRAM:** The Digital Media Certificate is a 27-credit program offered through the Art Department. It is designed to provide students with a strong foundation in working with digital media, such as sound, video, animation, and the design principles used in creating interactive experiences. Students explore the visual, critical, and practical aspects of digital media as currently employed in the development of interactive web sites and DVDs. Course work produced by students may contribute towards the creation of a digital art portfolio. For most students the program requires a minimum of four semesters to complete.

**YOUR NEXT STEP:** Seek entry-level employment in an area of specialization covered within the course of study; continue your education in the Greenfield Community College Communication Media Arts program; transfer to a similar program at other professional and degree granting institutions; and continue to create personal digital artwork.

**REQUIRED COURSES**

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>ART 155</td>
<td>Digital Video</td>
<td>3</td>
</tr>
<tr>
<td>ART 161</td>
<td>Introduction to the Electronic Studio</td>
<td>3</td>
</tr>
<tr>
<td>ART 173</td>
<td>Digital Design</td>
<td>3</td>
</tr>
<tr>
<td>ART 255</td>
<td>Video Art</td>
<td>3</td>
</tr>
<tr>
<td>ART 263</td>
<td>Web Site Design</td>
<td>3</td>
</tr>
<tr>
<td>ART 264</td>
<td>Flash Site Design</td>
<td>3</td>
</tr>
<tr>
<td>ART 268</td>
<td>Three-Dimensional Modeling</td>
<td>3</td>
</tr>
<tr>
<td>ART 269</td>
<td>Three-Dimensional Animation</td>
<td>3</td>
</tr>
<tr>
<td>Program elective</td>
<td></td>
<td>3</td>
</tr>
<tr>
<td>-------------</td>
<td>---------------------------------------------------</td>
<td>---------</td>
</tr>
<tr>
<td>TOTAL</td>
<td>27</td>
<td></td>
</tr>
</tbody>
</table>

**PROGRAM ELECTIVE** (select one from the following)

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>ART 121</td>
<td>Two-Dimensional Design</td>
<td>3</td>
</tr>
<tr>
<td>ART 125</td>
<td>Three-Dimensional Design</td>
<td>3</td>
</tr>
<tr>
<td>ART 131</td>
<td>Drawing I.</td>
<td>3</td>
</tr>
<tr>
<td>ART 132</td>
<td>Drawing II.</td>
<td>3</td>
</tr>
<tr>
<td>ART 141</td>
<td>Color</td>
<td>3</td>
</tr>
<tr>
<td>ART 151</td>
<td>Introduction to Photography</td>
<td>3</td>
</tr>
<tr>
<td>ART 238</td>
<td>Perspective Drawing</td>
<td>3</td>
</tr>
<tr>
<td>-------------</td>
<td>---------------------------------------------------</td>
<td>---------</td>
</tr>
<tr>
<td>TOTAL</td>
<td>27</td>
<td></td>
</tr>
</tbody>
</table>

Note: All “program electives” provide valuable art and design skills and experiences that will help strengthen the quality of work produced within the certificate; students without a visual arts background are strongly advised to consider taking as many of these courses as possible before or concurrent with their required courses.

**PROGRAM COORDINATOR**

Paul Lindale, Office: S217, (413) 775-1241, email: lindale@gcc.mass.edu
Early Childhood Education (LEC)

THE CERTIFICATE: Licensure for Early Childhood Educators

THE PROGRAM: provides the courses required by the Department of Early Education and Care for those seeking licensure as head teachers in preschool settings. These five required courses in combination with 27 months of classroom experience qualify you for licensure. The program is recommended for those who are now working as aides, or who are interested in working with young children.

YOUR NEXT STEP: work in preschools or enter an associate degree program.

REQUIRED COURSES

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>EDU 101</td>
<td>Introduction to Early Childhood Education</td>
<td>3</td>
</tr>
<tr>
<td>EDU 201</td>
<td>Early Childhood Curriculum</td>
<td>3</td>
</tr>
<tr>
<td>PSY 101</td>
<td>Principles of Psychology</td>
<td>3</td>
</tr>
<tr>
<td>PSY 233</td>
<td>Child Behavior and Development</td>
<td>3</td>
</tr>
<tr>
<td>Program elective</td>
<td></td>
<td>3</td>
</tr>
</tbody>
</table>

TOTAL 15

PROGRAM ELECTIVES (choose one of the following courses)

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>EDU 103</td>
<td>Creative Experiences in Art, Music, Drama, and Dance</td>
<td>3</td>
</tr>
<tr>
<td>EDU 111</td>
<td>Introduction to Special Education</td>
<td>3</td>
</tr>
<tr>
<td>EDU 121</td>
<td>Reading and Language Arts for the Young Child</td>
<td>3</td>
</tr>
<tr>
<td>EDU 123</td>
<td>Educating the Infant and Toddler</td>
<td>3</td>
</tr>
<tr>
<td>EDU 141</td>
<td>Building Teacher-Parent Relationships</td>
<td>3</td>
</tr>
<tr>
<td>EDU 205</td>
<td>Philosophy of Education</td>
<td>3</td>
</tr>
</tbody>
</table>

Students participating in this program must undergo a Criminal Offender Record Information (CORI) check. For more information please refer to page 9.

PROGRAM COORDINATOR
Sharon Roth, Office: E116N, (413) 775-1118, email: roth@gcc.mass.edu

Entrepreneurship (ENT)

THE CERTIFICATE: Entrepreneurship

THE PROGRAM: provides the skills needed for a start-up business venture, or to invigorate an existing small business. Includes hands-on experiences in the chosen business field, and maximum flexibility to emphasize areas of personal need and interest.

YOUR NEXT STEP: development of a proprietary business or continuation in an associate degree with a business or non-business emphasis.

REQUIRED COURSES

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>BUS 105</td>
<td>Personal Financial Literacy</td>
<td>3</td>
</tr>
<tr>
<td>BUS 111</td>
<td>The Contemporary Business World</td>
<td>3</td>
</tr>
<tr>
<td>BUS 116</td>
<td>E-commerce</td>
<td>3</td>
</tr>
<tr>
<td>BUS 123</td>
<td>Business Communications</td>
<td>3</td>
</tr>
<tr>
<td>BUS 209</td>
<td>Principles of Marketing</td>
<td>3</td>
</tr>
<tr>
<td>BUS 140</td>
<td>Entrepreneurship Seminar</td>
<td>3</td>
</tr>
<tr>
<td>CIS elective</td>
<td></td>
<td>3</td>
</tr>
<tr>
<td>ECO 102</td>
<td>Principles of Microeconomics</td>
<td>3</td>
</tr>
<tr>
<td>Special Interest Electives</td>
<td></td>
<td>6</td>
</tr>
</tbody>
</table>

TOTAL 28

① CIS elective should be chosen in consultation with faculty advisor and with consideration for the student’s skill level and needs.

② Special Interest Electives should be chosen in consultation with a faculty advisor. These courses should reflect the particular entrepreneurial interests/needs of the student, and may be selected from outside of the business disciplines. Approval of the Entrepreneurship Program Coordinator is required.

PROGRAM COORDINATOR
Dr. Thomas R. Simmons, Office: E132F, (413) 775-1482, email: simmonst@gcc.mass.edu
Environmental Studies/Natural Resources (NRC)

**THE CERTIFICATE:** Environmental Studies/Natural Resources

**THE PROGRAM:** provides students with the knowledge needed for entry-level employment opportunities in the environmental science/natural resources field.

**YOUR NEXT STEP:** work in an entry level position in the environmental science/natural resources field or transfer to the Environmental Studies/Natural Resources program and pursue an Associate of Arts in Liberal Arts degree and transfer to a baccalaureate degree institution.

**REQUIRED COURSES**

<table>
<thead>
<tr>
<th>COURSE</th>
<th>CREDITS</th>
</tr>
</thead>
<tbody>
<tr>
<td>BIO 120 Introduction to Environmental Science</td>
<td>4</td>
</tr>
<tr>
<td>EVS 101 Environmental Studies: Issues in Sustainability</td>
<td>3</td>
</tr>
<tr>
<td>Program electives:</td>
<td></td>
</tr>
<tr>
<td>Select two courses from the following</td>
<td>8</td>
</tr>
<tr>
<td>BIO 103 Ecology, BIO 104 Natural History, BIO 122 Freshwater Ecology</td>
<td></td>
</tr>
<tr>
<td>Select three courses from the following</td>
<td>9-12</td>
</tr>
<tr>
<td>Any SCI, BIO, GEO, or CHE course</td>
<td></td>
</tr>
</tbody>
</table>

**TOTAL 24-27**

If you are interested in an Associate of Arts in Liberal Arts Degree with a focus on Environmental Studies/Natural Resources please see program requirements on page 60.

**PROGRAM COORDINATOR**

Brian Adams, Office: S410, (413) 775-1454, email: adams@gcc.mass.edu

Human Services (HSV)

**THE CERTIFICATE:** Human Services

**THE PROGRAM:** provides training for entry-level human service employment. Also provides opportunities for training those already employed in the field.

**YOUR NEXT STEP:** work in the human services field or transfer to the Liberal Arts/Human Services Option and prepare to transfer to a baccalaureate degree program.

**REQUIRED COURSES**

<table>
<thead>
<tr>
<th>COURSE</th>
<th>CREDITS</th>
</tr>
</thead>
<tbody>
<tr>
<td>ENG 101, 103, or 105 English Composition I</td>
<td>3</td>
</tr>
<tr>
<td>ENG 112, 114, or 116 English Composition II</td>
<td>3</td>
</tr>
<tr>
<td>HSV 101 Introduction to Human Services</td>
<td>3</td>
</tr>
<tr>
<td>HSV 115 The Helping Relationship</td>
<td>3</td>
</tr>
<tr>
<td>HSV 205 Case Management Practices</td>
<td>3</td>
</tr>
<tr>
<td>HSV 215 Counseling Skills</td>
<td>3</td>
</tr>
<tr>
<td>HSV 271 Practicum in Human Services</td>
<td>4</td>
</tr>
<tr>
<td>PSY 101 Principles of Psychology</td>
<td>3</td>
</tr>
<tr>
<td>PSY 217 Human Growth and Development</td>
<td>3</td>
</tr>
</tbody>
</table>

**TOTAL 28**

Students participating in this program must undergo a Criminal Offender Record Information (CORI) check. For more information please refer to page 9.

**PROGRAM COORDINATOR**

Abigail Jenks, Office: E132U, (413) 775-1127, email: jenks@gcc.mass.edu
Academic Programs

Massage Therapy (MTC)
(The Stillpoint Massage Therapy Program at GCC)

This program is undergoing review and is not currently accepting new students.

THE CERTIFICATE: Massage Therapy

THE PROGRAM: the Stillpoint Program at GCC provides you with a curriculum designed for career success through training in classical Swedish massage and specific techniques for soft tissue dysfunction; clinical experience; science courses in anatomy, physiology, and pathology; and specialized study of musculo-skeletal anatomy and movement principles. Professional development/worklife courses prepare you to start your business and understand legal and ethical parameters of practice. You are professionally trained as a practitioner grounded in technique and theory with a holistic approach to healing and well-being.

YOUR NEXT STEP: obtain licensure under local and/or state regulations in order to establish independent massage therapy practices, or seek employment as a massage therapist. Graduates may choose to continue their massage therapy training through additional Massage Therapy courses and/or enroll in the Liberal Arts/Healing Arts Option, Associate Degree Program.

FULL TIME PROGRAM SEQUENCE

FALL SEMESTER REQUIRED COURSES – 17 CREDITS

<table>
<thead>
<tr>
<th>Course</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>BIO 194 Comprehensive Anatomy and Physiology (formerly BIO 117)</td>
<td>3</td>
</tr>
<tr>
<td>MTC 101 Structure and Process of the Therapeutic Healing Relationship</td>
<td>2</td>
</tr>
<tr>
<td>MTC 102 Myology for Massage and Bodywork</td>
<td>2</td>
</tr>
<tr>
<td>MTC 103 Massage Therapy Theory and Technique I</td>
<td>7</td>
</tr>
<tr>
<td>MTC 110 Massage Therapy Theory and Technique II</td>
<td>2</td>
</tr>
<tr>
<td>MTC 111 Documentation for Massage &amp; Bodywork Practice</td>
<td>1</td>
</tr>
</tbody>
</table>

SPRING SEMESTER/SUMMER SESSION REQUIRED COURSES – 23 CREDITS

<table>
<thead>
<tr>
<th>Course</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>BIO 129 Pathology</td>
<td>3</td>
</tr>
<tr>
<td>MTC 112 Massage Therapy Clinic</td>
<td>5</td>
</tr>
<tr>
<td>MTC 113 Massage Therapy Theory and Technique III</td>
<td>7</td>
</tr>
<tr>
<td>MTC 115 The Business and Marketing of Massage &amp; Bodywork</td>
<td>2</td>
</tr>
<tr>
<td>MTC 116 Clinical Assessment Practicum Seminar</td>
<td>2</td>
</tr>
<tr>
<td>MTC 120 Kinesiology: Theory and Principles of Movement</td>
<td>2</td>
</tr>
</tbody>
</table>

TOTAL 40

MTC INTENT PROGRAM SEQUENCE PART TIME

FALL SEMESTER—INTENT PART TIME REQUIRED COURSES – 6 CREDITS

<table>
<thead>
<tr>
<th>Course</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>BIO 194 Comprehensive Anatomy and Physiology (formerly BIO 117)</td>
<td>4</td>
</tr>
<tr>
<td>MTC 102 Myology for Massage and Bodywork</td>
<td>2</td>
</tr>
<tr>
<td>Elective (instead of taking course during Fall of second year) MTC 101 Structure and Process of the Therapeutic Healing Relationship</td>
<td>2</td>
</tr>
</tbody>
</table>

SPRING SEMESTER/SUMMER SESSION— INTENT PART TIME REQUIRED COURSES – 5 CREDITS

<table>
<thead>
<tr>
<th>Course</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>BIO 129 Pathology</td>
<td>3</td>
</tr>
<tr>
<td>MTC 120 Kinesiology: Theory and Principles of Movement</td>
<td>2</td>
</tr>
<tr>
<td>Elective (instead of taking course during Spring of second year) MTC 115 The Business and Marketing of Massage &amp; Bodywork</td>
<td>2</td>
</tr>
</tbody>
</table>

FALL SEMESTER—SECOND YEAR PART TIME REQUIRED COURSES – 11 CREDITS

<table>
<thead>
<tr>
<th>Course</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>MTC 101 Structure and Process of the Therapeutic Healing Relationship</td>
<td>2</td>
</tr>
<tr>
<td>MTC 103 Massage Therapy Theory and Technique I</td>
<td>7</td>
</tr>
<tr>
<td>MTC 110 Massage Therapy Theory and Technique II</td>
<td>7</td>
</tr>
<tr>
<td>MTC 111 Documentation for Massage &amp; Bodywork Practice</td>
<td>1</td>
</tr>
</tbody>
</table>

SPRING SEMESTER/SUMMER SESSION—SECOND YEAR PART TIME REQUIRED COURSES – 18 CREDITS

<table>
<thead>
<tr>
<th>Course</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>MTC 112 Massage Therapy Clinic</td>
<td>5</td>
</tr>
<tr>
<td>MTC 113 Massage Therapy Theory and Technique III</td>
<td>7</td>
</tr>
<tr>
<td>MTC 114 Interpersonal Dynamics of the Therapeutic Massage Relationship</td>
<td>2</td>
</tr>
<tr>
<td>MTC 115 The Business and Marketing of Massage &amp; Bodywork</td>
<td>2</td>
</tr>
<tr>
<td>MTC 116 Clinical Assessment Practicum Seminar</td>
<td>2</td>
</tr>
</tbody>
</table>

TOTAL 40

(continued on next page)
Massage Therapy (MTC)
(The Stillpoint Massage Therapy Program at GCC)

This program is undergoing review and is not currently accepting new students.
(continued from previous page)

Students participating in this program must undergo a Criminal Offender Record Information (CORI) check. For more information please refer to page 9.

Program accredited by the Commission on Massage Therapy Accreditation (COMTA).

Students can enroll in one of the following program options: full-time day or intent part-time day.

Students are required to pass every course in the Massage Therapy Certificate curriculum plan. A passing grade is defined as a minimum of "C-" (70) in classwork and in clinical performance. Since the curriculum is sequential and learning skills build on each other, failing one course prohibits continuing in the program.

Massage Therapy requires a special admission process. Students who have met all admission requirements are accepted on a space available basis to the Massage Therapy Certificate Program.

Admission requirements for full-time program option (requirements for intent part-time option are available from the admission office): English placement assessment at the college level; completion of or Math placement assessment beyond MAT 090 (or equivalent with a "C-" or better within 5 years). If a student has college level Math within 5 years, the placement exam is waived with proof of college training. Students must also complete health requirements prior to admission acceptance. Students must be 18 years of age to begin classes in the program.

Legal Requirements: Some service learning facilities require that students meet the requirements of a CORI (Criminal Offenders Record Information) check every six months. Students who fail to meet the requirements of GCC service learning affiliates will not be able to continue in the program.

Informational meeting dates and locations are available from the Admission office or Division of Health Occupations office (413) 775-1621.

PROGRAM COORDINATOR
Patricia A. Wachter, Office: D312, (413) 775-1634, email: wachter@gcc.mass.edu
Academic Programs

Office Assistant (OFF)

THE CERTIFICATE: Office Assistant

THE PROGRAM: develops basic office communication skills, provides an understanding of business organization and practices, and includes extensive hands-on experience with manual and computerized bookkeeping and automation software tools.

YOUR NEXT STEP: employment in a variety of business, bookkeeping, and medical office settings, or continuation in a business-oriented associates degree.

REQUIRED COURSES

<table>
<thead>
<tr>
<th>Course</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>ACC 121 Principles of Financial Accounting I</td>
<td>4</td>
</tr>
<tr>
<td>ACC 122 Principles of Financial Accounting II</td>
<td>4</td>
</tr>
<tr>
<td>BUS 105 Personal Financial Literacy</td>
<td>3</td>
</tr>
<tr>
<td>BUS 111 The Contemporary Business World</td>
<td>3</td>
</tr>
<tr>
<td>CIS 140 Microcomputer Software Tools I</td>
<td>3</td>
</tr>
<tr>
<td>CIS 141 Microcomputer Software Tools II</td>
<td>3</td>
</tr>
<tr>
<td>CIS 145 Relational Database and Application</td>
<td>3</td>
</tr>
<tr>
<td>ENG 101, 103, or 105 English Composition I</td>
<td>3</td>
</tr>
<tr>
<td>PSY 101 Principles of Psychology</td>
<td>3</td>
</tr>
<tr>
<td>PCS 101, PCS 121, PCS 131, or PCS 141 Personal Communication Skills</td>
<td>3</td>
</tr>
</tbody>
</table>

TOTAL 32

PROGRAM COORDINATOR

Dr. Thomas R. Simmons, Office: E132F, (413) 775-1482, email: simmonst@gcc.mass.edu
Outdoor Leadership (OLP)

THE CERTIFICATE: Outdoor Leadership

THE PROGRAM: provides students with the skills and knowledge needed to lead entry-level adventure programs and services. You will learn by doing: activities are primarily field-oriented, with hands-on training. The certificate prepares you to design and deliver experiences in five areas: backcountry travel, rock climbing, paddling, nordic skiing, and challenge coursework. Certification competencies comply with adventure industry standards, i.e., American Canoeing Association or the Professional Ski Instructor of America, where available.

YOUR NEXT STEP: you will be prepared to work in program area-specific outdoor centers and schools, i.e., paddling schools, national adventure programs such as Outward Bound, human service organizations or educational institutions that utilize adventure modalities, and adventure organizations. Students with previous career skills may combine those with current technical training to found entrepreneurial ventures. You may also choose to continue your education in counseling, the natural or social sciences, and education.

REQUIRED COURSES

<table>
<thead>
<tr>
<th>Course</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>OLP 111 Introduction to Outdoor Adventure Skills I</td>
<td>4</td>
</tr>
<tr>
<td>OLP 112 Group Management for Outdoor Leaders I</td>
<td>2</td>
</tr>
<tr>
<td>OLP 116 Adventure Program Planning &amp; Fieldwork I</td>
<td>3</td>
</tr>
<tr>
<td>OLP 120 Wilderness Emergency Preparedness</td>
<td>3</td>
</tr>
<tr>
<td>OLP 124 Natural History for Outdoor Leaders</td>
<td>2</td>
</tr>
<tr>
<td>OLP 127 Outdoor Adventure Skills II</td>
<td>4</td>
</tr>
<tr>
<td>OLP 143 Backcountry Travel Instructor</td>
<td>3</td>
</tr>
<tr>
<td>OLP 201 Individual Project in Outdoor Leadership I</td>
<td>1</td>
</tr>
<tr>
<td>OLP 202 Individual Project in Outdoor Leadership II</td>
<td>1</td>
</tr>
<tr>
<td>OLP 205 Group Management for Outdoor Leaders II</td>
<td>2</td>
</tr>
<tr>
<td>OLP 216 Field Work Experience in OLP</td>
<td>3</td>
</tr>
<tr>
<td>Program Electives</td>
<td>4-8</td>
</tr>
</tbody>
</table>

TOTAL 32-36

PROGRAM ELECTIVES (Minimum requirement is two of the following instructor courses)

<table>
<thead>
<tr>
<th>Course</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>OLP 140 Rock Climbing Instructor</td>
<td>2</td>
</tr>
<tr>
<td>OLP 141 Paddling Instructor</td>
<td>2</td>
</tr>
<tr>
<td>OLP 142 Nordic Skiing Instructor</td>
<td>2</td>
</tr>
<tr>
<td>OLP 144 Challenge Course Programming Instructor</td>
<td>2</td>
</tr>
</tbody>
</table>

Students must have current Wilderness First Responder certification to enter the program.

This program requires a different admission process. Please contact the program coordinator or the Admission Office for additional information.

The Outdoor Leadership Program is accredited by the Association of Experiential Education.

PROGRAM COORDINATOR

Austin Paulson, Office: N114, (413) 775-1251, email: paulsona@gcc.mass.edu
Paramedic (PMC)

THE CERTIFICATE: Paramedic

THE PROGRAM: meets the most recent National Standard curriculum requirements for Paramedic education and prepares you to take the Massachusetts and National Registry certification examinations. Students begin hands-on clinical experiences during the didactic portion of the program. Students with Basic EMT certification have the option to become EMT-Intermediates during the first half of the program, allowing for earlier work experience at the Advanced Life Support level.

YOUR NEXT STEP: take certification examination for EMT-Intermediate (optional); take certification examination for EMT-Paramedic.

REQUIRED COURSES CREDITS
EMS 105 Principles of Advanced Life Support ..........................................................5
EMS 202 Pharmacology .........................................................................................2
EMS 203 Management of Medical and Shock-Trauma Emergencies .................8
EMS 204 Management of Cardiovascular Emergencies .......................................8
EMS 210 Paramedic Clinical ..................................................................................2
EMS 211 Paramedic Fieldwork Internships I .......................................................2
EMS 212 Paramedic Fieldwork Internships II ....................................................2

TOTAL 29

The Paramedic Program is accredited by the Commonwealth of Massachusetts’ Office for Emergency Medical Services (OEMS).

Applicants must have current basic or intermediate certification and be able to pass a written Basic EMT test administered by the Program; placement beyond or satisfactory completion of COL 090, ENG 090, MAT 090; and concurrent enrollment or prerequisite completion of BIO 108 or equivalent. Students must complete health requirements no later than October 1st of the year they are accepted into the PMC program. Students must be 18 years of age to begin classes in the program.

LEGAL REQUIREMENTS: Some clinical facilities require CORI (Criminal Offenders Record Information) checks. Students who fail to meet the requirements of GCC clinical affiliates will not be able to continue in the program.

EXTRA COSTS: paramedic students are required to purchase malpractice insurance, lab coats, uniforms, emblems, and texts. There are lab fees which cover the costs of ACLS, PALS, PHTLS, and PEPP certifications, disposable goods, instructor/student ratios, and examination supplies. Students are required to cover the costs associated with travel to and from clinical and field sites, and to cover the costs associated with travel to and housing at a high-volume EMS system, if applicable. Students are also required to cover the costs of state and/or national certifying examinations.

Students participating in this program must undergo a Criminal Offender Record Information (CORI) check. For more information please refer to page 9.

PROGRAM DIRECTOR
Dawn Josefski, Office: D313A, (413) 775-1628, email: josefski@gcc.mass.edu
Practical Nursing (PNC)

THE CERTIFICATE: Practical Nursing

THE PROGRAM: prepares you for a career as a practical nurse, who provides direct and competent bedside care for adults and children in nursing homes and hospitals. You will be required to take a rigorous combination of liberal arts and clinical nursing courses over 40 weeks between September and the end of June.

YOUR NEXT STEP: take the LPN licensure examination and enter the LPN work force and/or continue your education in an RN program. A direct articulation agreement exists with GCC's associate degree nursing program.

REQUIRED COURSES CREDITS

<table>
<thead>
<tr>
<th>Course</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>BIO 194 Comprehensive Anatomy and Physiology (formerly BIO 117) or BIO 196 Human Anatomy and Physiology II</td>
<td>4</td>
</tr>
<tr>
<td>NUR 103 Fundamentals of Practical Nursing</td>
<td>11</td>
</tr>
<tr>
<td>NUR 105 Practical Nursing Practicum</td>
<td>2</td>
</tr>
<tr>
<td>NUR 107 Nursing Care of Clients and Families</td>
<td>14</td>
</tr>
<tr>
<td>NUR 109 Advanced Concepts in Practical Nursing</td>
<td>5</td>
</tr>
<tr>
<td>PSY 101 Principles of Psychology</td>
<td>3</td>
</tr>
<tr>
<td>PSY 217 Human Growth and Development</td>
<td>3</td>
</tr>
</tbody>
</table>

TOTAL 42

The Practical Nursing Certificate program is approved by the Massachusetts Board of Registration for Nursing.

Students are required to pass every course in the Practical Nursing Certificate curriculum plan. A passing grade is defined as a “C” (74) in classwork and a passing grade in clinical performance. If a course is failed, the student cannot continue in the program.

Nursing requires a special admission process. Students who have met all admission requirements are accepted on a space available basis to the practical nursing program.

Admission requirements for this program are a high school diploma or GED, English Composition I (ENG 101, 103, or 105), Introductory Algebra* (MAT 105 (095) or equivalent taken within the last five years with a minimum “C+” grade), and one course from the following list taken within the last five years with a minimum “C” grade: one year of high school/college preparatory biology, chemistry, or physics, or one semester of college biology, chemistry, physics, or nutrition. In addition, a completed physical examination and immunization record, as well as a current CPR certification card covering Adults, Children, and Infants, are required.

Informational meetings are held where admission materials are distributed and the curriculum is explained. The meetings are highly recommended, with dates and locations for the meetings available from the Admission office, Practical Nursing Certificate Program office in Northampton (413-582-3055), as well as the GCC Website. An information packet and program application form may be obtained by calling the Office of Admissions at (413) 775-1802 or downloaded from the college's website: gcc.mass.edu.

Applicants need to know that individuals with a record of conviction by a Court of Law will be required to provide a complete explanation to the Board of Registration in Nursing in order to be permitted to take the licensing examination (NCLEX-PN) after graduation. The Board’s revised policy, Initial Nurse Licensure by Examination or Endorsement; Determination of Good Moral (continued on next page)
Academic Programs

Practical Nursing (PNC)
(continued from previous page)

Character now identifies specific criminal convictions which will permanently exclude an individual from initial nurse licensure in Massachusetts due to the egregious nature of the crime. The policy also allows initial nurse licensure applicants only one conviction within five years before the submission of an application for initial nurse licensure. In addition, the disposition of any criminal conviction must be closed for a minimum of one year before the submission of a nurse licensure application; any other criminal case must also be closed at the time of application. For any questions on this, be sure to call the program coordinator. Some of the clinical facilities require that students meet the requirements of a CORI (Criminal Offenders Record Information) check every six months. Students who fail to meet the requirements of GCC clinical affiliates will not be able to continue in the program.

Extra costs: Nursing students are required to purchase uniforms, lab equipment, malpractice insurance, and standardized tests. In addition there are fees for maintaining CPR certification, immunizations, a required physical, and nursing related graduation expenses (i.e., licensure application, NCLEX-PN exams, review course.) Students are responsible for their own transportation between campuses and clinical facilities.

Students participating in this program must undergo a Criminal Offender Record Information (CORI) check. For more information please refer to page 9.

* Applicants may also complete the Introductory Algebra admission requirement by receiving an algebra placement test score of 61 or higher and an arithmetic placement test score of 67 or higher.

PROGRAM COORDINATOR
Virginia Wahl, Office: VA Medical Center, (413) 582-3055, email: wahl@gcc.mass.edu

Real Estate (RST)

THE CERTIFICATE: Real Estate
THE PROGRAM: is designed for students desiring to enter the real estate field as a licensed salesperson. Students are prepared to take the state licensing exam after the first semester. Selling and business communication skills, business computer usage, and daily operations of a real estate business are emphasized.

YOUR NEXT STEP: find employment in the real estate field.

REQUIRED COURSES CREDITS
BUS 105 Personal Financial Literacy ..........................................................................................................................................................3
BUS 111 The Contemporary Business World ......................................................................................................................................3
BUS 119 Principles of Real Estate ..........................................................................................................................................................3
BUS 123 Business Communications .........................................................................................................................................................3
BUS 125 Principles of Advertising ..........................................................................................................................................................3
BUS 155 Business Law I ....................................................................................................................................................................................3
BUS 209 Principles of Marketing ...........................................................................................................................................................3
CIS 140 Microcomputer Software Tools I ..............................................................................................................................................3
PSY 101 Principles of Psychology ..........................................................................................................................................................3

TOTAL 27

PROGRAM COORDINATOR
Dr. Thomas R. Simmons, Office: E132F, (413) 775-1482, email: simmonst@gcc.mass.edu

Practical Nursing (PNC)
(continued from previous page)

Character now identifies specific criminal convictions which will permanently exclude an individual from initial nurse licensure in Massachusetts due to the egregious nature of the crime. The policy also allows initial nurse licensure applicants only one conviction within five years before the submission of an application for initial nurse licensure. In addition, the disposition of any criminal conviction must be closed for a minimum of one year before the submission of a nurse licensure application; any other criminal case must also be closed at the time of application. For any questions on this, be sure to call the program coordinator. Some of the clinical facilities require that students meet the requirements of a CORI (Criminal Offenders Record Information) check every six months. Students who fail to meet the requirements of GCC clinical affiliates will not be able to continue in the program.

Extra costs: Nursing students are required to purchase uniforms, lab equipment, malpractice insurance, and standardized tests. In addition there are fees for maintaining CPR certification, immunizations, a required physical, and nursing related graduation expenses (i.e., licensure application, NCLEX-PN exams, review course.) Students are responsible for their own transportation between campuses and clinical facilities.

Students participating in this program must undergo a Criminal Offender Record Information (CORI) check. For more information please refer to page 9.

* Applicants may also complete the Introductory Algebra admission requirement by receiving an algebra placement test score of 61 or higher and an arithmetic placement test score of 67 or higher.

PROGRAM COORDINATOR
Virginia Wahl, Office: VA Medical Center, (413) 582-3055, email: wahl@gcc.mass.edu

Real Estate (RST)

THE CERTIFICATE: Real Estate
THE PROGRAM: is designed for students desiring to enter the real estate field as a licensed salesperson. Students are prepared to take the state licensing exam after the first semester. Selling and business communication skills, business computer usage, and daily operations of a real estate business are emphasized.

YOUR NEXT STEP: find employment in the real estate field.

REQUIRED COURSES CREDITS
BUS 105 Personal Financial Literacy ..........................................................................................................................................................3
BUS 111 The Contemporary Business World ......................................................................................................................................3
BUS 119 Principles of Real Estate ..........................................................................................................................................................3
BUS 123 Business Communications .........................................................................................................................................................3
BUS 125 Principles of Advertising ..........................................................................................................................................................3
BUS 155 Business Law I ....................................................................................................................................................................................3
BUS 209 Principles of Marketing ...........................................................................................................................................................3
CIS 140 Microcomputer Software Tools I ..............................................................................................................................................3
PSY 101 Principles of Psychology ..........................................................................................................................................................3

TOTAL 27

PROGRAM COORDINATOR
Dr. Thomas R. Simmons, Office: E132F, (413) 775-1482, email: simmonst@gcc.mass.edu
Renewable Energy/Energy Efficiency (REE)

THE CERTIFICATE: Renewable Energy/Energy Efficiency

THE PROGRAM: provides students a comprehensive introduction to renewable energy and energy efficiency; provides students with the knowledge and skills needed for entry-level employment opportunities in the renewable energy/energy efficiency field without the general education requirements of the associates degree; provides students already employed in the trades with knowledge and skills relevant to specific renewable energy/energy efficiency technologies, as well as broader understanding of the scientific, economic and political context of the industry; and provides students with the knowledge and skills needed for continued learning and education in the renewable energy/energy efficiency field, including transfer into the associate's degree program.

YOUR NEXT STEP: take appropriate industry exams based on your course work. Find employment in the renewable energy/energy efficiency field e.g. green building, energy auditing and/or solar. Continue academic studies in a degree program.

REQUIRED COURSES

SCI 120 Sustainable Energy/Theory and Practice 4
SCI 126 Residential Energy Efficiency and Energy Auditing 3
Business/Computer Information Systems: Any BUS or CIS coded class 3
Science Electives 7
General Electives 11

TOTAL 28

SCIENCE ELECTIVES

SCI 110 Sustainable Energy Fundamentals 1
SCI 112 Fundamentals of Electricity 3
SCI 114 Residential Construction Fundamentals 3
SCI 116 Introduction to Geothermal Heating and Cooling 1
SCI 118 Greenhouse Gas Assessment and Carbon Cap and Trade 1
SCI 119 Introduction to Global Warming 1
SCI 121 Introduction to Photovoltaic (Solar Electric) Technology 3
SCI 122 Solar Domestic Hot Water 1
SCI 123 Passive Solar Technology 1
SCI 124 Energy Conservation and Efficiency 1
SCI 125 Sustainable Landscape Design 3
SCI 127 Introduction to Sustainable Design and Green Building 3
SCI 128 Solar Thermal Systems 3
SCI 129 Fundamentals of Wind Energy 3
SCI 130 Extreme Insulation Retrofits 3
SCI 131 Introduction to Piping 2
SCI 132 Introduction to Heating, Ventilation and Air Conditioning 3
SCI 133 Introduction to Architectural Modeling with ArchiCAD 1
SCI 221 Photovoltaic (Solar Electric) Installation 3
SCI 227 Sustainable Design and Green Building Practices 3
SCI 293/294 Internship in Renewable Energy 1-6

GENERAL ELECTIVES (No more than 7 credits)

ACC 151 Concepts of Financial Accounting 3-4
ACC 121 Principles of Financial Accounting 3-4
BIO 120 Introduction to Environmental Science 4
Business Any BUS coded class 3-6
CHE 111 or 112 General Chemistry 4
EGR 105 Introduction to Engineering, Science, Technology, and Society 4
EGR 107 Engineering Graphics 3
ENG 101, 103, or 105 English Composition I 3
EVS 101 Environmental Studies Issues in Sustainability 3
EVS 155 Introduction to Sustainable Energy: Solar Living 1
MAT 105 Introductory Algebra 3
MAT 106 Intermediate Algebra 4
Any MAT course with an NC advising code except MAT 116 3-4
PHY 101, 111, 112, or 112 Physics 4
Any course from Science Electives listing (not counted elsewhere) 1-7

(Total 111)

depending on your academic background and work experience, you may need to take additional courses as prerequisites or co-requisites (concurrent enrollment).

All Elective courses are to be chosen in consultation with the student’s faculty advisor.

Internships may be taken as Science Electives or as General Electives in consultation with faculty advisor. No more than six total credits of internship may count toward this certificate.

PROGRAM CONTACT

Teresa Jones, Office: S413, (413) 775-1462, email: jones@gcc.mass.edu
Web Development & Design (WDD)

THE CERTIFICATE: Web Development & Design

THE PROGRAM: provides the technical and design skills needed to develop, implement, and maintain a functional website for a variety of business or non-profit applications.

YOUR NEXT STEP: entry-level employment as a web developer, web designer, or content manager; proprietorship of a contracted web development service; or continuation towards an Associate's Degree in Computer Information Systems or Marketing.

REQUIRED COURSES

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Name</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>ART 161</td>
<td>Introduction to the Electronic Studio</td>
<td>3</td>
</tr>
<tr>
<td>ART 263</td>
<td>Web Site Design</td>
<td>3</td>
</tr>
<tr>
<td>ART 264</td>
<td>Flash Site Design</td>
<td>3</td>
</tr>
<tr>
<td>BUS 116</td>
<td>E-commerce</td>
<td>3</td>
</tr>
<tr>
<td>CIS 140</td>
<td>Microcomputer Software Tools I</td>
<td>3</td>
</tr>
<tr>
<td>CIS 141</td>
<td>Microcomputer Software Tools II</td>
<td>3</td>
</tr>
<tr>
<td>CIS 145</td>
<td>Relational Database Design and Application</td>
<td>3</td>
</tr>
<tr>
<td>CIS 151</td>
<td>Web Site Development</td>
<td>3</td>
</tr>
<tr>
<td>Program Elective</td>
<td>3</td>
<td></td>
</tr>
</tbody>
</table>

TOTAL 27

PROGRAM ELECTIVE (select one from the following)

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Name</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>ART 151</td>
<td>Introduction to Photography</td>
<td>3</td>
</tr>
<tr>
<td>ART 155</td>
<td>Digital Video</td>
<td>3</td>
</tr>
<tr>
<td>BUS 111</td>
<td>The Contemporary Business World</td>
<td>3</td>
</tr>
<tr>
<td>BUS 123</td>
<td>Business Communications</td>
<td>3</td>
</tr>
<tr>
<td>CIS 150</td>
<td>Programming Principles and Concepts</td>
<td>3</td>
</tr>
<tr>
<td>CIS 245</td>
<td>Advanced Database Programming</td>
<td>3</td>
</tr>
<tr>
<td>CIS 251</td>
<td>Java Programming</td>
<td>3</td>
</tr>
</tbody>
</table>

Note: This Program provides a balance of technical and design skills necessary to carry out basic web development. Students interested in designing, proposing, and implementing webpage design changes for businesses as a career should strongly consider enrolling in the Marketing or Computer Information Systems Associate Degree programs.

PROGRAM COORDINATOR

Dr. Thomas R. Simmons, Office: E132F, (413) 775-1482, email: simmonst@gcc.mass.edu
Programs in Collaboration with Neighboring Community Colleges

- Physical Therapist Assistant Associate in Science Degree
- Radiologic Technology Program Associate in Science Degree

Greenfield Community College has enrollment agreements with Berkshire Community College (BCC), Holyoke Community College (HCC), and Mount Wachusett Community College (MWCC). GCC students can complete the general education courses listed at GCC before transferring to BCC, HCC, or MWCC to earn their degree. Students must still apply to the college offering the program they intend to pursue. Students are encouraged to contact the program chairs at BCC, HCC, or MWCC during their first year of study to learn about the admissions process required for these programs.
Academic Programs

Physical Therapist Assistant
(with Berkshire Community College)

THE DEGREE: Associate in Science

THE PROGRAM: prepares a health care provider who works under the supervision of a physical therapist. Physical therapy methods and treatment techniques include massage, therapeutic exercise, gait training, heat and cold application, use of assistive, prosthetic, orthotic and electrical devices.

YOUR NEXT STEP: enroll at Berkshire Community College (BCC) or Mount Wachusett Community College (MWCC) to take the technical courses. The program at BCC and MWCC includes four sequential semesters of technical courses plus a summer session. Graduates of the PTA program are eligible to take the licensing examination to become registered PTAs. PTAs are employed in hospitals, nursing homes, school systems, private practices, rehabilitation centers, home health agencies, and sports medicine clinics.

REQUIRED COURSES THAT CAN BE TAKEN AT GCC FOR THE BCC PROGRAM CREDITS

<table>
<thead>
<tr>
<th>Course</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>ADM 122 Introduction to Medical Terminology</td>
<td>3</td>
</tr>
<tr>
<td>BIO 195 Anatomy and Physiology I</td>
<td>4</td>
</tr>
<tr>
<td>BIO 196 Anatomy and Physiology II</td>
<td>4</td>
</tr>
<tr>
<td>ENG 101, 103, or 105 English Composition I</td>
<td>3</td>
</tr>
<tr>
<td>ENG 112, 114, or 116 English Composition II</td>
<td>3</td>
</tr>
<tr>
<td>Behavioral Science Elective PSY 101 or SOC 101</td>
<td>3</td>
</tr>
<tr>
<td>Liberal Arts Elective — any C coded course</td>
<td>3</td>
</tr>
<tr>
<td>PCS 101 or PCS 121 or PCS 141 Personal Communication Skills</td>
<td>3</td>
</tr>
</tbody>
</table>

TOTAL 26

Students should contact the BCC program coordinator early on to select Liberal Arts Elective.

Students should consult with BCC advisor concerning math placement testing/math coursework and application to BCC and the PTA program.

BIO 195, 196 should be no more than 5 years old.

REQUIRED COURSES THAT MUST BE TAKEN AT BCC CREDITS

<table>
<thead>
<tr>
<th>Course</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>AHS 230 Pathophysiology</td>
<td>3</td>
</tr>
<tr>
<td>PHY 111 The Ideas of Physics</td>
<td>3</td>
</tr>
<tr>
<td>PTA 100 Introduction to Physical Therapy</td>
<td>2</td>
</tr>
<tr>
<td>PTA 101 Physical Therapist Assistant I</td>
<td>4</td>
</tr>
<tr>
<td>PTA 102 Structural Anatomy</td>
<td>3</td>
</tr>
<tr>
<td>PTA 115 Functional Anatomy</td>
<td>3</td>
</tr>
<tr>
<td>PTA 150 Clinical Education I</td>
<td>2</td>
</tr>
<tr>
<td>PTA 200 Rehab Neurology</td>
<td>3</td>
</tr>
<tr>
<td>PTA 201 Physical Therapist Assistant II</td>
<td>2</td>
</tr>
<tr>
<td>PTA 202 Therapeutic Exercise</td>
<td>4</td>
</tr>
<tr>
<td>PTA 203 PTA Seminar</td>
<td>3</td>
</tr>
<tr>
<td>PTA 250 Clinical Education II</td>
<td>4</td>
</tr>
<tr>
<td>PTA 260 Clinical Education III</td>
<td>4</td>
</tr>
</tbody>
</table>

TOTAL 40

The sequence of PTA courses is offered every other year, with classes beginning in the Fall (‘11, ’13).

BCC PROGRAM DIRECTOR
Michele Darroch, PTA Program Coordinator
Berkshire Community College, (413) 236-4525 or (800) 816-1233, x266, email mdarroch@berkshirecc.edu,

GCC PROGRAM CONTACT
Lou Peugh, Health Science Option Program Advisor
Greenfield Community College, Office: N214, (413) 775-1848, email peugh@gcc.mass.edu

(continued on next page)
### Physical Therapist Assistant

(with Mt. Wachusett Community College)

*(continued from previous page)*

#### REQUIRED COURSES THAT CAN BE TAKEN AT GCC FOR THE MWCC PROGRAM

<table>
<thead>
<tr>
<th>Course</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>BIO 195 Anatomy and Physiology I</td>
<td>4</td>
</tr>
<tr>
<td>BIO 196 Anatomy and Physiology II</td>
<td>4</td>
</tr>
<tr>
<td>CIS or Humanities elective</td>
<td>3</td>
</tr>
<tr>
<td>ENG 101, 103, or 105 English Composition I</td>
<td>3</td>
</tr>
<tr>
<td>ENG 112, 114, or 116 English Composition II</td>
<td>3</td>
</tr>
<tr>
<td>HFW elective</td>
<td>2-3</td>
</tr>
<tr>
<td>PSY 101 Principles of Psychology</td>
<td>3</td>
</tr>
<tr>
<td>PSY 217 Human Growth and Development</td>
<td>3</td>
</tr>
</tbody>
</table>

**TOTAL 25-26**

Students should consult with MWCC advisor concerning math placement testing/math coursework. A mathematics competency equal to at least MAT 126 (Topics in Mathematics) is required prior to Semester I coursework. GCC's equivalent math course is MAT 117 (Mathematical Problem Solving).

Students should also consult with MWCC advisor concerning application to MWCC and the PTA program. Applications to the program are due March 1st.

BIO 195, 196 should be no more than 5 years old.

#### REQUIRED COURSES THAT MUST BE TAKEN AT MWCC

<table>
<thead>
<tr>
<th>Course</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>PTA 101 Introduction to Physical Therapy Assisting</td>
<td>1</td>
</tr>
<tr>
<td>PTA 102 Basic Therapeutic Techniques</td>
<td>4</td>
</tr>
<tr>
<td>PTA 104 Applied Anatomy and Kinesiology</td>
<td>4</td>
</tr>
<tr>
<td>PTA 105 Assessment Techniques</td>
<td>3</td>
</tr>
<tr>
<td>PTA 107 Therapeutic Exercise</td>
<td>4</td>
</tr>
<tr>
<td>PTA 108 Clinical Orthopedics</td>
<td>4</td>
</tr>
<tr>
<td>PTA 110 Clinical Practicum I</td>
<td>3</td>
</tr>
<tr>
<td>PTA 112 Therapeutic Modalities</td>
<td>4</td>
</tr>
<tr>
<td>PTA 113 Advanced Rehabilitation Techniques</td>
<td>3</td>
</tr>
<tr>
<td>PTA 114 Neurophysiological Techniques</td>
<td>4</td>
</tr>
<tr>
<td>PTA 116 Clinical Practicum II</td>
<td>5</td>
</tr>
<tr>
<td>PTA 117 Special Topics</td>
<td>3</td>
</tr>
<tr>
<td>PTA 118 Clinical Management &amp; Healthcare Issues</td>
<td>1</td>
</tr>
<tr>
<td>PTA 119 Clinical Practicum III</td>
<td>5</td>
</tr>
<tr>
<td>PTA 139 Human Disease and Pathology</td>
<td>4</td>
</tr>
</tbody>
</table>

**TOTAL 52**
Academic Programs

Radiologic Technology Program
(with Holyoke Community College)

THE DEGREE: Associate in Science

THE PROGRAM: offers students training in operating state of the art radiology equipment, basics in positioning and radiography in a variety of settings.

YOUR NEXT STEP: enroll at Holyoke Community College (HCC) to take the technical courses. The program requires Intersession and summer sessions in clinic settings in addition to classroom, lab and general education courses. Graduates, after passing the National Registry Examination in Radiography can work in hospitals, medical clinics, and industry. Opportunities exist after graduation for transfer into baccalaureate programs in health-related fields or to programs in Nuclear Medicine, Radiation Therapy, Ultrasound or Advanced Imaging.

REQUIRED COURSES THAT CAN BE TAKEN AT GCC CREDITS

<table>
<thead>
<tr>
<th>Course</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>BIO 195 Anatomy and Physiology I</td>
<td>4</td>
</tr>
<tr>
<td>BIO 196 Anatomy and Physiology II</td>
<td>3</td>
</tr>
<tr>
<td>ADM 122 Medical Terminology</td>
<td></td>
</tr>
<tr>
<td>ENG 101, 103, of 105 English Composition I</td>
<td>3</td>
</tr>
<tr>
<td>ENG 112, 114, of 116 English Composition II</td>
<td></td>
</tr>
<tr>
<td>SOC 101 Principles of Sociology</td>
<td>3</td>
</tr>
<tr>
<td>SOC 201 Social Problems</td>
<td>3</td>
</tr>
</tbody>
</table>

TOTAL 23

REQUIRED COURSES THAT MUST BE TAKEN AT HCC CREDITS

<table>
<thead>
<tr>
<th>Course</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>RDL 115 Patient Care I</td>
<td>2</td>
</tr>
<tr>
<td>RDL 120 Health Care Skills and Development</td>
<td>4</td>
</tr>
<tr>
<td>RDL 122 Radiographic Technique and Control</td>
<td>3</td>
</tr>
<tr>
<td>RDL 123 Radiographic Technique and Control II</td>
<td>3</td>
</tr>
<tr>
<td>RDL 132 Radiographic Positioning and Related Anatomy II</td>
<td>4</td>
</tr>
<tr>
<td>RDL 133 Radiographic Positioning and Related Anatomy III</td>
<td>3</td>
</tr>
<tr>
<td>RDL 141 Clinical Education and Lab Experience I</td>
<td>2</td>
</tr>
<tr>
<td>RDL 142 Clinical Education and Lab Experience II</td>
<td>3</td>
</tr>
<tr>
<td>RDL 158 Clinical Internships II</td>
<td>1</td>
</tr>
<tr>
<td>RDL 190 Radiologic Instrumentation</td>
<td>3</td>
</tr>
<tr>
<td>RDL 215 Patient Care II</td>
<td>2</td>
</tr>
<tr>
<td>RDL 221 Advanced Procedures and Techniques I</td>
<td>3</td>
</tr>
<tr>
<td>RDL 233 Special Radiographic Studies and Contrast Media</td>
<td>3</td>
</tr>
<tr>
<td>RDL 234 Advanced Imaging and Radiobiology Procedures and Techniques II</td>
<td>3</td>
</tr>
<tr>
<td>RDL 241 Clinical Education and Lab Experience III</td>
<td>3</td>
</tr>
<tr>
<td>RDL 242 Clinical Education and Lab Experience IV</td>
<td>3</td>
</tr>
<tr>
<td>RDL 251 Clinical Internships III</td>
<td>4</td>
</tr>
<tr>
<td>RDL 265 Topics in Radiography</td>
<td></td>
</tr>
</tbody>
</table>

TOTAL 45

HCC PROGRAM DIRECTOR
Holly Martin, Chair, Radiologic Technology Department, Holyoke Community College
(413) 552-2460, email: hmartin@hcc.mass.edu

GCC PROGRAM CONTACT
Lou Peugh, Health Science Option Program Advisor
Greenfield Community College, Office: N214, (413) 775-1848, email: peugh@gcc.mass.edu
Additional Academic Opportunities

ONLINE COURSES
GCC offers on-campus, hybrid, and fully online courses. Hybrid and online courses using Internet-based resources provide flexibility and increase accessibility to college courses and degree programs. Most courses at GCC involve work on computers using applications such as Microsoft Word and PowerPoint. Computers for student use are available at numerous areas on campus, including the library and computer labs. Blackboard Learn course management system is used in many GCC courses. It provides learning tools, such as a discussion board, course announcements, online quizzes, web links, a grade book and audio/video segments. All registered GCC students receive an email account. Only students enrolled in a Blackboard-enhanced or online course will receive a user login and password for access to Blackboard.

Considering an online course? Distance Learning options work well for some students — but not all. Students who typically succeed in online courses are those who are self-directed, well-organized, and like to work independently. For information visit: online.gcc.mass.edu, email: online@gcc.mass.edu, or call: (413) 775-1481.

SPECIAL TOPICS COURSES
Greenfield Community College offers Special Topics courses that provide students opportunities to enhance their learning by exploring particular topics or themes more intensively and creatively than is possible in regular course offerings. Special topics courses are 200 level courses, require introductory (100) level courses as prerequisites, and are designated by the appropriate three-letter department code and the number 240. Students may repeat a 240 Special Topics course for credit within the same department as long as the title of the course is different. Otherwise, refer to the standard procedure regarding repeating a course found in the college catalog.

TRANSITIONS PROGRAM
Next Step Up
The Next Step Up Program is open to any GED or nontraditional student. Students are part of a cohort with whom they attend classes. The program helps them fiscally and logistically for the first two semesters and students transition into the academic program of their choice. They have the same advisor throughout those semesters and attend workshops on additional college and career topics.

GCC Educational Transitions Programs
(Greenfield and Turners Falls High Schools)
The Educational Transitions Programs provide an option for students who want to complete their high school education outside of the traditional high school environment. Working with an assigned GCC academic advisor and their high school guidance office, students have the opportunity to take classes at GCC while completing their high school graduation requirements.
DIRECTED STUDY

Directed Study allows students to work with an identified instructor to complete a project for advanced individual study beyond GCC's specific course offerings. To qualify, the student must have completed all available course offerings in the given subject field. Courses described in the GCC catalog may not be completed through the directed study course number, except in extraordinary circumstances, such as periods when the courses are not offered as part of the regular schedule.

A directed study project carries the course number 295 or 296 and may be completed for one, two or three credits. If a 295 course is completed for one credit, the student may complete additional 295 courses in the same subject field until a maximum of three credits is earned. The successful completion of a 295 course is prerequisite to the 296 course in the same field. Once students embark on a 296, they may not go back to a 295 in the same subject field, even if the maximum of three credits in the 295 has not been earned.

A directed study may not be accepted in transfer to a Baccalaureate degree awarding institution.

For additional information and application materials, contact the Registrar or an Academic Grouping Office, or visit http://www.gcc.mass.edu/forms/

INTERNSHIPS

Internships extend students' learning beyond the classroom setting and allow them to work with a faculty mentor and a sponsor from a business or organization to gain hands-on experience in professional work environments that relate to their academic and career interests. Students should be able to relate the internship experience to knowledge and skills that they have gained through college-level classroom instruction. Internships I and II carry the course number 293 and 294 respectively, and may be completed for one to six credits. No more than six credits from 293/294 numbered courses can be used to satisfy requirements for any one degree or certificate. An internship might not be accepted in transfer to a Baccalaureate degree awarding institution.

293 (1–6 credits) Internship I and 294 (1–6 credits) Internship II are site-based learning experiences. In consultation with an appointed faculty mentor and a site supervisor, students will develop and fulfill a list of learning goals and expectations.

Activities for 293 could include site-based research and presentations, field experiences, apprenticeships, performing tasks commensurate with the student's professional goals, shadowing professionals, etc.

For 294, students will put into practice skills and knowledge gained in previously taken courses and program related experiences. It is expected that the relationship between student and the site is mutually beneficial: students will gain real-life experience as they put theory to practice, and the site will have value added in some significant way.
Before an internship begins, the student and faculty mentor will agree upon the credits to be awarded (45 on-site hours per credit). At the end of the internship, the grade will be determined by the faculty mentor, in consultation with the student and the site personnel, on the basis of the extent to which the student has advanced their understanding in the field of interest.

To learn more about internships, students should see their academic advisor and/or a potential faculty mentor. Internship forms are available from the Registrar’s Office, Academic Grouping Offices, or at [http://www.gcc.mass.edu/forms/](http://www.gcc.mass.edu/forms/). Note: The faculty mentor will confer with the department’s chair/coordinator to confirm the appropriateness of the placement.

**STUDY ABROAD OPPORTUNITIES**

**Semester Abroad in Ireland**

Greenfield Community College and the Dublin Business School in Dublin, Ireland have an arrangement that permits one semester of study abroad experience by any qualified GCC student. GCC students who study in Dublin develop a global perspective and cross-cultural understanding by seeing first-hand how different political, economic, and social systems operate.

All students enrolled in the semester abroad take the three-credit “Foundation Course,” which introduces them to Irish politics, history, literature, and culture. In addition, students participate in two weekend field trips, to historical sites including Belfast and the Aran Islands.

Students may also opt for a six-credit internship. Internships immerse students in the international workplace by providing them with an opportunity to work closely with professionals in a variety of industries and fields. Placements are made by experienced professionals on-site and are based on the experience and objectives of each student. Students may select two additional three-credit courses in consultation with the Program Coordinator to insure transferability.

The Irish semester generally runs concurrent with the American semester. Housing takes place in dormitory-style apartments or in the homes of Irish host families, and Financial Aid packages are available. Contact the Program Coordinator at (413) 775-1482 for additional information.

**International Travel Award**

This scholarship program, administered by the GCC International Studies Committee, has been sponsored jointly by the Student Senate and the President since 2000. Each summer, scholarship recipients spend two to three weeks in a language and culture institute in a French- or Spanish-speaking country, immersing themselves in that country’s culture and language. Students develop communication skills and gain understanding of other cultures by attending language classes at the institute, visiting local sites of cultural interest and staying with local host families. For more information, contact the chair of the International Studies Committee at (413) 775-1226.
SECONDARY POSTSECONDARY CAREER/VOCATIONAL TECHNICAL EDUCATION LINKAGE CONSORTIUM (TECH PREP)

Greenfield Community College is both a member and coordinator of the GCC Secondary Postsecondary Career/Vocational Technical Education (CVTE) Linkage Consortium. The consortium coordinates curricula between area high schools and Greenfield Community College to eliminate duplication of coursework and to streamline education in changing technologies. To facilitate transition from high school to college, course articulation agreements with Franklin County Technical School and Smith Vocational and Agricultural High School allow students to earn free college credit for competencies they develop while in high school.

Additional agreements are continuously being developed. Students entering GCC from a Secondary Postsecondary CVTE Linkage Consortium member school should check with their guidance counselor for details regarding access to these college courses at your school.

Other Secondary Postsecondary CVTE Consortium activities include: college career pathways days, career fairs, college placement testing, and college transitional services. For more information, contact the GCC Consortium Coordinator at (413) 775-1815 or Admission staff at (413) 775-1809.

MASSACHUSETTS COLLEGE OF ART AND DESIGN AT GREENFIELD COMMUNITY COLLEGE

Greenfield Community College and Massachusetts College of Art and Design, a public four-year college, have an academic collaboration to provide GCC students with the opportunity to take Bachelor of Fine Arts courses at the Greenfield campus. The program is offered on a part-time basis, with courses in drawing, painting, and photography.

For more information contact:

- Greenfield Community College, Humanities Office (413) 775-1221, hwang-carlos@gcc.mass.edu, http://hum.gcc.mass.edu/
- Mass College of Art and Design, Continuing Education (617) 879-7200, continuing_education@massart.edu, http://www.massart.edu/
Credit Courses

- Accounting
- Office Administration
- American Sign Language
- Anthropology
- Art History
- Art
- Biology
- Business
- Chemistry
- College Orientation Series
- Computer Information Systems
- Criminal Justice
- Dance
- Economics
- Education
- Emergency Medical Services
- Engineering
- English
- English for Speakers of Other Languages
- Environmental Studies
- Fire Science Technology
- Folklore
- French
- Geography
- Geology
- Healing Arts
- Health Fitness and Wellness
- History
- Human Development
- Human Services
- Humanities
- Latin
- Leisure Education
- Massage Therapy
- Mathematics
- Music
- Applied Music
- Nursing
- Occupational Technology
- Outdoor Leadership
- Peace and Social Justice
- Personal Communication Skills
- Philosophy
- Physics
- Political Science
- Psychology
- Science
- Sociology
- Spanish
- Theater
- Women's Studies
Credit Courses

This section contains descriptions of the College's approved courses. Developmental courses use numbers 090-095; introductory level and first-year courses use numbers 100-199; intermediate level and advanced level courses use numbers 200-299.

* A course with an asterisk meets the University of Massachusetts social and cultural diversity requirement. Students who transfer to the University without completing a designated MassTransfer associate degree will have to complete one course that focuses on diversity in the United States and one course that focuses on global diversity. Students who elect to finish the MassTransfer block option only must fulfill the U.S. and global diversity requirement at the University if it's not completed at GCC.

The college does not offer all courses every semester. The course descriptions indicate whether a course is offered, every fall, every January intersession, every spring, and/or every summer; or whether it is offered periodically. Students should refer to the Course Guide published in the spring, summer, and fall to determine whether a course labeled periodic is offered that term.

The college makes every effort to offer courses as indicated in this Catalog. Occasionally, there are changes to our curriculum which occur after the Catalog is published. For up-to-date information, visit our website: www.gcc.mass.edu.

An explanation of the advising codes (A, B, C, D, E, H, L, N, X) can be found on the inside back cover.

ACCOUNTING

ACC 121 Principles of Financial Accounting I (X) 4 cr
An introduction to accounting principles, concepts, and techniques. Students create and maintain the manual accounting records and prepare financial statements for a sole proprietorship. Other topics covered are internal control structure, short-term assets, and liabilities. (Offered: Every Fall)
Prereq: Placement beyond or satisfactory completion of COL 090 and ENG 090

ACC 122 Principles of Financial Accounting II (X) 4 cr
A continuation of ACC 121, which is an introduction to accounting principles, concepts, and techniques. Students use accounting software to form partnerships and corporations. Other topics include long-term assets and liabilities, cash flow statements, and financial analysis. (Offered: Every Fall)
Prereq: ACC 121

ACC 151 Concepts of Financial Accounting I (X) 3 cr
Provides students with a conceptual understanding of how accounting events impact on the elements of a business entity's financial statements for the current and/or future periods. Students will read and interpret annual reports of public corporations. (Offered: Every Fall)
Prereq: Placement beyond or satisfactory completion of COL 090 and ENG 090

ACC 152 Concepts of Financial Accounting II (X) 3 cr
A continuation of ACC 151, which provides students with a conceptual understanding of how accounting events impact on the elements of a business entity's financial statements for the current and/or future periods. The course includes a research paper. (Offered: Every Spring)
Prereq: ACC 151

ACC 203 Management Accounting (X) 3 cr
An introduction to the process of gathering and analyzing accounting data for use by managers in planning, decision-making, and controlling. Topics include basic cost concepts, cost volume-profit relationships, relevant cost decisions, capital investment decisions, performance evaluation, and budgeting. The student uses spreadsheet software. (Offered: Every Fall)
Prereq: ACC 152 or ACC 122; CS 140 or permission of instructor

ACC 207 Financial Accounting Systems and Procedures (X) 3 cr
The capstone course in financial accounting for students graduating with an Associate of Science in Accounting. Topics include the adjusting process, finding and correcting accounting errors, calculation of depreciation for both book and tax purposes, payroll administration, inventory systems and controls and internal control concepts and techniques. Students discuss and analyze current accounting and tax issues. Successful completion of this course qualifies the student to sit for the Certified Bookkeeper Exam issued by the American Institute of Professional Bookkeepers. (Offered: Every Spring)
Prereq: ACC 122

ACC 208 Introduction to Federal Income Taxes (X) 3 cr
Acquaints the student with the federal income tax system. The course emphasizes the basic concepts of income recognition, deductible business and non-business expenses, and special tax calculations. Students learn identification of the tax issues and proper research techniques for solving tax problems. (Offered: Every Fall)
Prereq: ACC 122

ACC 209 Introduction to Income Tax Preparation (X) 1-3 cr
A practicum in income tax preparation. The course provides training in tax preparation procedures and prepares the student for the VITA (Volunteer Income Tax Assistance) course examination. Upon successful completion of the VITA exam, the student performs community service in cooperation with the Internal Revenue Service and the Massachusetts Department of Revenue by filing out federal and state income tax returns for area residents. The students contract with the instructor to earn from one to three credits. (Offered: Every Spring)
Prereq: ACC 208
OFFICE ADMINISTRATION

ADM 096 Keyboarding for Information Processing (D) 1 cr

An introduction to basic keyboarding skill by touch. Students learn to input alphabetic information quickly and accurately. Additional topics include the basic vocabulary and concepts of keyboarding operations. Graded credit/no credit.

(Offered: Every Fall, Every Spring)

Prereq: None

ADM 122 Introduction to Medical Terminology (X) 3 cr

Introduces medical terminology including prefixes, suffixes, and medical abbreviations. Course will emphasize terminology familiarization for entry level office careers. (Offered: Periodically)

Prereq: Placement beyond or satisfactory completion of COL 090 and ENG 090

ADM 222 Introduction to Medical Coding (X) 3 cr

An introduction to analyzing and classifying medical documents for reporting medical services and procedures by physicians according to current professional standards. (Offered: Every Fall, Every Spring)

Prereq: ADM 122

AMERICAN SIGN LANGUAGE

ASL 101 Elementary American Sign Language I (HC) 4 cr

Presents basic grammatical rules in the use of American Sign Language. The course covers basic ASL vocabulary, manual alphabet/numbers, visual-gestural communication, and information related to deaf culture. Students develop basic competence in receptive and expressive use of ASL. Students and teacher use ASL in the class to communicate. (Offered: Every Fall, Every Spring)

Prereq: Placement beyond or satisfactory completion of COL 090 and ENG 090.

ASL 102 Elementary American Sign Language II (HC) 4 cr

A continuation of ASL 101, designed to further develop students’ proficiency in frequently used signs. The course offers students the opportunity for individual hands on experience in language learning. The course emphasizes a study of cultural behaviors, values, and norms. The course uses video text to improve conversational skills and preserve the integrity of the language. Students and teacher use ASL in the class to communicate. (Offered: Every Fall, Every Spring)

Prereq: ASL 101 or equivalent, or permission of instructor

ASL 201 Intermediate American Sign Language I (HC) 4 cr

Offers the student continuing opportunities for hands-on experience in language learning. A critical component of the course is the use of video text to improve conversational skills at the intermediate level and to preserve the integrity of the language. The course emphasizes a deeper understanding of Deaf norms, allowing students to learn appropriate behavior in order to function comfortably in a wide variety of situations in the Deaf community. (Offered: Periodically)

Prereq: ASL 101 and 102, or permission of instructor

ANTHROPOLOGY

ANT 102 Introduction to Archaeology (*BC) 3 cr

An introduction to prehistoric and ancient empires. Surveys current methods and theories, the major findings of Old and New World archaeology, and the present worldwide crisis surrounding the loss of sites and information. Field trips in the northern New England area required, and some laboratory work follows these trips. (Offered: Periodically)

Prereq: Placement beyond or satisfactory completion of COL 090 and ENG 090

ANT 103 Introduction to Physical Anthropology (BC) 3 cr

The human species’ place in nature from an evolutionary and ecological perspective; the interaction between biology, culture, and environment in shaping human evolution and human adaptive patterns; the significance of racial classifications and modern theories of variation. (Offered: Every Fall)

Prereq: Placement beyond or satisfactory completion of COL 090 and ENG 090

ANT 104 Cultural Anthropology: Tribes, States and the Global System (*BC) 3 cr

An introduction to basic concepts of cultural anthropology. Students compare cultures of increasing scale and investigate specific universal issues related to why cultures change, who benefits from such change, and the costs of such changes. The course begins with an introduction to anthropological fieldwork, and continues with the description and analysis of different cultures representing domestic-scale autonomous tribal societies, politically organized, class-based systems and ancient empires; and global, industrial market-based civilizations. (Offered: Every Fall, Spring & Summer)

Prereq: Placement beyond or satisfactory completion of COL 090 and ENG 090

ANT 204 Discovering Culture: Adventures in the Field (BC) 3 cr

A hands-on approach to the study of culture through ethnographic fieldwork. The course covers reading and analysis of selected ethnographies with emphasis on learning about anthropology by going into the field and doing original work. Learning tasks focus on applied understanding of the culture concept by using various fieldwork methods, adapting to the field setting (selecting a cultural scene and making contact with informants), doing fieldwork (gathering and recording cultural data), and describing a culture (analyzing the data and writing a cultural description). (Offered: Periodically)

Prereq: ANT 102 or ANT 104 and ENG 112, 114, or 116
Credit Courses

ART HISTORY

AHS 101 Art History Survey I (HC) 3 cr
A survey of the history of art from pre-history through the Gothic period. Topics include an introduction to the vocabulary of art through contemporary forms, with an emphasis on developing visual awareness of formal elements, aesthetics, and the components of style; an examination of the role of the artist in society and culture; and of the importance of art throughout history. (Offered: Every Fall, Every Spring)
NOTE: Credit can be granted for ART 103 or AHS 101, but not for both.
Prereq: ENG 101, 103, or 105 or concurrent enrollment

AHS 102 Art History Survey II (HC) 3 cr
A survey of the history of art from the early Renaissance in Europe to the contemporary international scene. Topics include the study of art from non-western cultures; an examination of the role of the artist in society and culture; and of the importance of art throughout history. (Offered: Every Fall, Every Spring)
NOTE: Credit can be granted for ART 104 or AHS 102, but not for both.
Prereq: ENG 101, 103, or 105 or concurrent enrollment

AHS 107 History of Modern Art (HC) 3 cr
A survey of modern art from Post-Impressionism to the present. Topics include major expressions in painting, sculpture, performance, installation, architecture; an examination of the role of the artist in society and culture; and of the importance of art throughout modern history. (Offered: Periodically)
NOTE: Credit can be granted for ART 107 or AHS 107, but not for both.
Prereq: COL 090 and ENG 090, or satisfactory placement test score

AHS 108 History of Photography (HC) 3 cr
An introduction to the history of photography from pre-photographic times to its most recent developments. This course presents an overview of major photographers and trends, technological developments, and stylistic analysis. Students examine the social and cultural contexts of photography, as well as critical approaches to photography and the relationship of photography to other art forms. (Offered: Periodically)
NOTE: Credit can be granted for ART 108 or AHS 108, but not for both.
Prereq: COL 090 and ENG 090, or satisfactory placement test score

AHS 110 History of Film and Video (HC) 3 cr
Presents the significant contributions of important filmmakers and artists including primary forms such as avant-garde and experimental film, documentary, and video art. Students study film and video works by artists such as Maya Deren, Shirin Neshat, Stan Brakhage, Nam June Paik, and Bill Viola and gain an understanding of the importance of the film medium throughout the history of contemporary culture and society. (Offered: Periodically)
NOTE: Credit can be granted for ART 110 or AHS 110, but not for both.
Prereq: COL 090 and ENG 090, or satisfactory placement test score

AHS 114 History of Design (HC) 3 cr
Presents the significant contributions of important designers and primary design movements such as Arts and Crafts, Art Nouveau, Futurism, the Bauhaus, Art Deco and Modernism. Students gain an understanding of the importance of design throughout history through an intensive study of all aspects of design including craft and industrial design, architectural design, graphic design, advertising design, book and publication design, poster art and illustration. (Offered: Periodically)
NOTE: Credit can be granted for ART 114 or AHS 114, but not for both.
Prereq: COL 090 and ENG 090, or satisfactory placement test score

ART

ART 121 Two-Dimensional Design (HL) 3 cr
Introduction to the visual vocabulary through an investigation of two-dimensional design. Emphasis on the development of visual awareness, craftsmanship, and use of media and materials. (Offered: Every Fall, Every Spring)
Prereq: Placement beyond or satisfactory completion of COL 090 and ENG 090

ART 125 Three-Dimensional Design (HL) 3 cr
An exploration of three-dimensional space. The students apply design principles in relation to height, width, and depth. The course emphasizes conceptualization and problem solving. (Offered: Every Fall, Every Spring)
Prereq: ART 121; Recomm: ART 131

ART 131 Drawing I (HL) 3 cr
A series of problems designed to acquaint the student with perceptual and inventive skills. (Offered: Every Fall, Every Spring)
Prereq: Placement beyond or satisfactory completion of COL 090 and ENG 090

ART 132 Drawing II (HL) 3 cr
A continuation of Drawing I with emphasis on perceptual and inventive skills. (Offered: Every Fall, Every Spring)
Prereq: ART 131; Recomm: ART 141

ART 141 Color (HL) 3 cr
An exploration of the perceptual characteristics of color. Students develop sensitivity to color through direct visual experiences and practice. The course emphasizes color mixing and interaction in application. (Offered: Every Fall, Every Spring)
Prereq: COL 090 and ENG 090, or satisfactory placement test score; Recomm: ART 121
ART 151 Introduction to Photography (HL) 3 cr
Introduction to basic camera operation, processing, and printing. Students must provide their own cameras, film, and paper. Processing and darkroom equipment furnished. (Offered: Every Fall, Every Spring) Prereq: Placement beyond or satisfactory completion of COL 090 and ENG 090

ART 155 Digital Video (HL) 3 cr
An art-based introduction to digital video production. Topics include instruction in the use of digital video cameras, non-linear editing platforms, and digital sound. Students study video as a form of artistic expression with an emphasis on the development of the compositional, shooting, editing, conceptual, and critical skills associated with time-based media. (Offered: Every Fall, Every Spring) Prereq: ART 161 or permission of instructor

ART 161 Introduction to the Electronic Studio (HL) 3 cr
An introduction to the visual, critical, and technical skills used in creating and manipulating images via computers and electronic imaging software. (Offered: Every Fall, Every Spring) Prereq: Placement beyond or satisfactory completion of COL 090 and ENG 090, Recomm: ART 121

ART 173 Digital Design (X) 3 cr
An exploration of the tools and processes of digital design. The course emphasizes development of strong visual and technical skills in digital design, layout, and illustration. (Offered: Every Spring) Prereq: ART 121 and ART 161

ART 225 Three-Dimensional Design II (HL) 3 cr
A continuation of ART 125, Three-Dimensional Design with emphasis on three-dimensional form in relation to site and space. Students use various materials, technologies, and design processes, and explore concepts through the process of drawing. (Offered: Every Fall, Every Spring) Prereq: ART 125 and ART 132

ART 232 Thematic Drawing (HL) 3 cr
Emphasizes structure, organization, approach, problem solving, and expressive concerns as they relate to thematic development in drawing. (Offered: Periodically) Prereq: ART 132 and ART 141

ART 235 Figure Drawing (HL) 3 cr
An introduction to figure drawing. This course emphasizes observational drawing skills through an investigation of the human form, its underlying anatomical structure, and its spatial environment. (Offered: Every Fall) Prereq: ART 121 and ART 132; or permission of the instructor

ART 236 Figure Drawing II-A (HL) 3 cr
Focuses on drawing from the model with emphasis on gesture, proportion, foreshortening, and composition. (Offered: Every Spring) Prereq: ART 132 and ART 235

ART 237 Figure Drawing II-B (HL) 3 cr
A continuation of ART 236, Figure Drawing IA, with emphasis on the development of a cohesive body of work. (Offered: Periodically) Prereq: ART 236

ART 238 Perspective Drawing (HL) 3 cr
Introduces principles of perspective drawing. The course emphasizes diminution, foreshortening, and convergence. Students explore drawing problems involving determining height, width, and depth, and the study of light and shadow in the spatial field. (Offered: Periodically) Prereq: ART 131

ART 241 Painting I (HL) 3 cr
An introduction to oil painting, composition, and construction. Emphasis on the properties of the materials and the approaches to representational and non-representational forms. (Offered: Every Fall, Every Spring) Prereq: ART 132 and ART 141

ART 242 Painting II-A (HL) 3 cr
A continuation of the disciplines of painting. Expression through exploration of the various problems of painting. Students work from the model and a variety of sources. (Offered: Every Fall, Every Spring) Prereq: ART 241

ART 243 Painting II-B (HL) 3 cr
A continuation of ART 242, Painting II-A, with emphasis on the integration and development of paintings surrounding a basic idea or theme. (Offered: Every Fall, Every Spring) Prereq: ART 242

ART 245 Photography I-A (HL) 3 cr
Emphasis on the quality and range possibilities in photography. Students explore their interests through project orientation. Issues and methodologies that concern the contemporary photographer are discussed in relation to the projects chosen. (Offered: Every Fall, Every Spring) Prereq: ART 151

ART 246 Photography I-B (HL) 3 cr
Continuation of Photography IA. Emphasis on the quality and range of possibilities in photography. Students continue to explore their interests through project orientation, issues and methodologies that concern the contemporary photographer discussed in relation to the projects chosen. (Offered: Every Fall, Every Spring) Prereq: ART 251

ART 248 Video Art (HL) 3 cr
An exploration of video as a medium for artistic expression. Students strengthen their conceptual, critical, technical and observational skills through the creation of a series of short video works that explore a single theme of their choosing. (Offered: Every Fall) Prereq: ART 255
ART 256  Video Portfolio (HL) 3 cr
A continuation of ART 255, Video Art. Students produce a series of thematically linked video works that display a level of critical thinking and technical achievement beyond that of previous work. Students develop a video portfolio composed of previous and new work and refine and expand their understanding of, and ability to create video for artistic expression. (Offered: Every Fall)
Prereq: ART 255 or permission of Art department chair

ART 261  Electronic Imaging (HL) 3 cr
An exploration of the language and processes of digital photography. The course covers scanning, manipulation, and printing of photographic images using the computer and related resources. Students explore their interests through a project orientation. (Offered: Every Fall)
Prereq: ART 161 and ART 251

ART 263  Web Site Design (HL) 3 cr
An introduction to the languages, tools, methods, and philosophies relative to planning, designing, creating, and publishing web sites. Students develop their own DHTML/CSS-based web sites using contemporary industry-standard software. (Offered: Every Fall)
Prereq: ART 161

ART 264  Flash Site Design (HL) 3 cr
An introduction to the language, tools, methods and philosophies relative to designing, creating, and publishing animated and interactive web sites. Students design and develop Flash-based web sites on a chosen theme. (Offered: Every Spring)
Prereq: ART 161

ART 268  Three-Dimensional Modeling (HL) 3 cr
An introduction to the fundamental concepts and techniques of computer-based three-dimensional modeling. Students learn and use professional 3D software to create three-dimensional models and environments. (Offered: Every Fall)
Prereq: ART 161

ART 269  Three-Dimensional Animation (HL) 3 cr
An introduction to the fundamental concepts and techniques of computer-based three-dimensional animation. Students use professional 3D software to create models and environments as the basis for animation. (Offered: Every Spring)
Prereq: ART 268

ART 271  Graphic Design I: Typography (X) 3 cr
An exploration of typographic elements and their application to various forms of visual communication. Building on established visual principles, students investigate problems in typographical structure, sequence, and communication effectiveness.
Prereq: ART 121, ART 131, and ART 173

ART 272  Graphic Design II: Problems in Design (X) 3 cr
Explores problems in graphic design requiring practical solutions with visual integrity. Students integrate text, image, and color utilizing traditional and computer processes.
Prereq: ART 271

ART 290  Media Arts Seminar (HL) 3 cr
Designed for students nearing completion of their course work in the Media Arts programs. Working independently each student produces a thematic body of work suitable for inclusion in a transfer or employment portfolio, or for exhibition purposes. Students work outside of class; students and faculty use regular class meetings for critical discussion and review of work. (Offered: Periodically)
Prereq: Completion of a minimum of three 200-level art studio courses, or permission of the instructor.

ART 291  Fine Arts Seminar (HL) 3 cr
Designed for students nearing completion of their course work in the Fine Arts programs. Working independently each student produces a thematic body of work suitable for inclusion in a transfer or employment portfolio, or for exhibition purposes. Students work outside of class; students and faculty use regular class meetings for critical discussion and review of work. (Offered: Every Spring)
Prereq: Completion of a minimum of three 200-level art studio courses, or permission of the instructor.

BIOLOGY

BIO 101  Zoology (NC) 4 cr
An exploration of major groups of animals through studying how representative species carry on life sustaining functions such as reproduction, feeding, waste removal, response to stimuli, and respiration. Students study the classification of animals and how they relate to their environment. In the laboratory, students study the structure and behavior of preserved and live animals from each of the major groups. (Offered: Every Spring)
Prereq: Placement beyond or satisfactory completion of COL 090 and ENG 090

BIO 102  Botany (NC) 4 cr
An introduction to the study of plants through exploring the structure and function of roots, stems, leaves, flowers, fruits, and seeds. Students study the processes of reproduction, respiration, photosynthesis, and inheritance. In the laboratory, students study the structure and function of live and preserved plant materials as they relate to lecture subjects. (Offered: Every Fall)
Prereq: Placement beyond or satisfactory completion of COL 090 and ENG 090

BIO 103  Ecology (NC) 4 cr
Environmental studies with emphasis on concepts of ecology, conservation of natural resources and their relationship to the quality of life. Lab sessions focus on forest, field, stream, and pond habitats, with field trips to local sites. (Offered: Every Fall, Every Spring)
Prereq: Placement beyond or satisfactory completion of COL 090 and ENG 090

BIO 104  Natural History (NC) 4 cr
An introductory study of plants and animals in their natural environment including the historical and biological processes that have led to the present day landscape of southern New England. Topics may include a survey of local flora and fauna, species identification, survival strategies, conservation, evolution, disturbance history and interpretation, biodiversity, animal tracks and sign, water resources and food webs. Field trips to local
natural history sites and a project focusing on a natural area enhance student observation skills and understanding of class topics. (Offered: Every Fall)

Prereq: COl 090, ENG 090 and MAT 090 or satisfactory placement test scores

BIO 108 Human Systems (NL) 3 cr

 Presents a comprehensive examination of human anatomy and physiology with particular emphasis on the cardiovascular and respiratory systems. It highlights the anatomy and physiology of the central nervous system, as well as the autonomic and somatic peripheral nervous systems. This course surveys other body systems, including topics in geriatrics and infection control. The course satisfies course requirement for PMC Advanced Life Support students. It does not satisfy course requirement for LPN, ADN, and MTC students. PMC students must receive a minimum final grade of “C” in this course to maintain eligibility in the Paramedic Certificate Program. (Offered: Every Fall)

Prereq: Placement beyond or satisfactory completion of COl 090 and ENG 090

BIO 120 Introduction to Environmental Science (NC) 4 cr

 Provides an overview of the principles of environmental sciences with the overall objective of increasing student awareness and understanding of regional, national, and global environmental issues. Students focus on environmental problems, ecological principles, human population, natural resources, environmental quality, pollution, biodiversity, and conservation. (Offered: Every Fall, Every Spring)

Prereq: Placement beyond or satisfactory completion of COl 090 and ENG 090

BIO 122 Freshwater Ecology (NC) 4 cr

 Provides an overview of the ecology of freshwater habitats and freshwater organisms. The course emphasizes the study of wetlands (marshes, bogs, swamps and vernal ponds), streams, rivers, ponds, lakes and the biological communities (including plants, insects, fish, reptiles and amphibians) that they support. Students utilize fish-stocked recirculating tanks to conduct experiments and study the science of aquaculture (aquatic plant and animal farming). Students study the composition and conditions of freshwater habitats and go on field trips to different freshwater sites. (Offered: Every Spring)

Prereq: Placement beyond or satisfactory completion of COl 090 and ENG 090

BIO 124 Introductory Horticulture (NC) 4 cr

 Provides knowledge on how to propagate and care for plants through experiences with soils, seeds, bulbs, potting, watering, pruning, dividing, terrariums, and fertilizers. Students learn how to design and manage a vegetable garden for maximum harvest. The laboratory sessions provide experiences with plants, such as mixing soil, planting seeds, taking cuttings, potting up plants, fertilizing plants, plant growth, constructing terrariums, and a trip to a local plant growing business. (Offered: Every Fall)

NOTE: Credit can be granted for BIO 111 or BIO 124, but not for both.

Prereq: Placement beyond or satisfactory completion of COl 090 and ENG 090

BIO 126 Biology I (NC) 4 cr

 An introduction to the basic mechanisms of life. Major topics include the biochemical basis of life, cell structure, DNA, structure and replication, protein synthesis, mitosis, meiosis, inheritance, respiration, photosynthesis, and biotechnology. Students use the scientific method in laboratory experiences that include selected topics in cell structure, cell functions, mitosis and meiosis, genetics, enzymes, respiration, photosynthesis, developmental biology, and microbiology. (Offered: Every Fall, Every Spring)

NOTE: Credit can be granted for BIO 119 or BIO 126, but not both.

Prereq: Placement beyond or satisfactory completion of COl 090 and ENG 090 and MAT 090

BIO 127 Biology II (NC) 4 cr

 An introduction to the major structures, functions, and ecology of plants and animals. Major topics include basic plant structures and their functions, basic animal structures and physiology, survey of major animal groups, survey of major plant groups, and ecology. Students use the scientific method in laboratory experiences that include selected topics in basic mammalian anatomy, nervous system and senses, musculoskeletal systems, seedless plants, seed plants, plant anatomy, selected invertebrates, chordates, evolution, and ecology. (Offered: Every Spring)

Prereq: Placement beyond or satisfactory completion of COl 090 and ENG 090 and MAT 090

BIO 129 Pathology (NL) 3 cr

 Surveys illnesses and injuries commonly found in clients seeking massage therapy. (Offered: Every Spring)

Prereq: BIO 101 or BIO 105 or BIO 117 or BIO 119 or BIO 194 or BIO 195

BIO 130 Human Nutrition (NL) 3 cr

 The study of nutrition and its application to good health and a sense of well being. Applications of nutrition to physical fitness, preventive medicine, and health care. (Offered: Every Fall, Spring & Summer)

Prereq: Placement beyond or satisfactory completion of COl 090 and ENG 090

Note to Practical Nursing (PNC) graduates who intend to enter the Associate Degree Nursing (ADN) program:
PNC graduates who have completed BIO 117 or BIO 194 with a B or better can complete the anatomy and physiology sequence required for the ADN program by taking BIO 196. PNC graduates who receive a grade lower than a B in BIO 117 or BIO 194 and all other Health Occupations students have to take both BIO 195 and 196 to qualify for the ADN program. Five (5) year currency or currency exam is required for all anatomy and physiology courses. Please contact the ADN program for more information.

BIO 194 Comprehensive Anatomy and Physiology (NC) 4 cr

 The study of human anatomy and physiology with an emphasis on anatomy. Students study the anatomy of the nine organ systems using the structure to underscore the function of body parts and their relationship to each other. This is a Lab course. (Offered: Every Fall, Every Spring)

NOTE: Students can earn graduation credit for only one of the following: BIO 105 or BIO 107 or BIO 117 or BIO 194 or BIO 195. Students can earn graduation credit for BIO 106 or BIO 196, but not both.

Prereq: COl 090 and ENG 090 or satisfactory placement test scores.
Credit Courses

BIO 195  Human Anatomy and Physiology I (NC) 4 cr
A first semester of a comprehensive study of the anatomy and physiology of the human body, including biochemistry, cell anatomy and physiology, histology, the skeletal system, articulations, muscle anatomy and physiology, neurophysiology, the anatomy of the central and peripheral nervous systems, the anatomy and physiology of the special senses, and the neural integration. This is a Lab course that requires animal tissue dissections.
(Offered: Every Fall, Spring & Summer)
NOTE: Students can earn credit for only one of the following courses: BIO 105 or BIO 107 or BIO 117 or BIO 194 or BIO 195.
Prereq: College Biology within the past ten years or BIO 126; COL 090 and ENG 090 or satisfactory placement test scores.

BIO 196  Human Anatomy and Physiology II (NC) 4 cr
A second semester of a comprehensive study of the anatomy and physiology of the human body, including endocrinology, blood, cardiovascular anatomy and physiology, lymphatic system, immunity, respiratory anatomy and physiology, digestive anatomy and physiology, metabolism, urinary anatomy and physiology, fluid dynamics, reproductive anatomy and physiology, genetics, and development. This is a Lab course that may require animal tissue dissection.
(Offered: Every Fall, Spring & Summer)
NOTE: Students can earn graduation credit for BIO 106 or BIO 196, but not both.
Prereq: BIO 195 and BIO 126 or a college level equivalent; or BIO 117 or BIO 194 with a grade of B or better within the past five years and BIO 126 or a college level equivalent.

BIO 205  Microbiology (NC) 4 cr
An introduction to the biology of microorganisms with emphasis on the properties of micro-organisms and their relation to disease. Lab required.
(Offered: Every Fall, Spring & Summer)
Prereq: BIO 101 or BIO 105 or BIO 107 or BIO 117 or BIO 194 or BIO 195

BUS 105  Personal Financial Literacy (X) 3 cr
Fundamentals of financial planning are presented to prepare students to make informed choices related to spending, saving, borrowing, and investing that lead to long-term financial security. Students learn to identify and evaluate choices as well as understand the consequences of their decision. Topics include the management of personal and family finances, budgeting, consumer buying, personal credit, savings and investment, home ownership, insurance and retirement planning. (Offered: Every Fall, Every Spring)
Prereq: Placement beyond or satisfactory completion of COL 090 and ENG 090; MAT 090 or placement by examination.

BUS 111  The Contemporary Business World (A) 3 cr
For students from any field of study who want to prepare themselves for employment, entrepreneurship, or simply informed, consumer decision-making. The course introduces students to the contemporary context for business practices by exploring topics related to globalization, business ethics, entrepreneurship, business plan development, strategic planning, management, marketing, finance, and personal investing. The course focuses on the global, national, local, and personal perspectives of business.
(Offered: Every Fall, Every Spring)
Prereq: Placement beyond or satisfactory completion of COL 090 and ENG 090

BUS 112  Introduction to Hospitality and Tourism (A) 3 cr
An introduction to the scope, components, development, effects, and future of the hospitality industry. Topics include background on industry structure and overviews of specialized areas relating to the management of food service, lodging, travel, and event planning operations. (Offered: Every Fall)
Prereq: COL 090 and ENG 090 or satisfactory placement test scores.

BUS 116  E-Commerce (A) 3 cr
For students interested in entrepreneurship, management, or marketing careers. This course is an exploration of the strategic, technical, and legal considerations of conducting business via the internet. Students investigate business-to-business and business-to-consumer models; identify necessary computer technologies and needed skill sets; explore methods for branding, communicating and persuading via internet marketing; examine database management requirements; and identify legal considerations.
(Offered: Every Fall & January)
Prereq: COL 090 and ENG 090 or satisfactory placement test scores; Recommend: Competency in word processing and spreadsheet operation.

BUS 119  Principles of Real Estate (X) 3 cr
Surveys the principles of real estate. Designed for those who want to know more about the field for personal knowledge or for possible employment. Of help to those who intend to take a state real estate license examination. Includes the legal, financial, brokerage, marketing, and other important aspects of the real estate business. (Offered: Every Fall, Every Spring)
Prereq: Placement beyond or satisfactory completion of COL 090 and ENG 090

BUS 123  Business Communications (A) 3 cr
An introduction to best practices in business communication strategies. Topics include planning, organizing, and writing business documents for various audiences; effective grammar; listening techniques; interviewing; and oral communication strategies. Students prepare emails, memos, letters, format proposals, cover letters and resumes.
(Offered: Every Spring)
Prereq: COL 090 and ENG 090 or satisfactory placement test scores.
BUS 125 Principles of Advertising (X) 3 cr
An introduction to the field of advertising. Intended for those interested in the role of advertising in our business and economic structure. Emphasis on how a mass communication program should be developed. (Offered: Every Spring)
Prereq: Placement beyond or satisfactory completion of COL 090 and ENG 090

BUS 140 Entrepreneurship Seminar (X) 1 cr
An application of small business skills and principles to real situations. Students work individually and in a small group seminar on personalized entrepreneurship projects. The curriculum focuses on the student's specific concept, expertise, and skills that are the key to an actual business start-up. Typical projects involve problem definition, development of the team workplan, completion of research and analysis, derivation of conclusions and recommendations, execution, generation of a final report, and project evaluation. The faculty and student(s) together at the beginning of the course develop specific course content and deliverables. This course uses the concept of balanced mentorship, which benefits both student and the entrepreneur mentor. (Offered: Periodically)
Prereq: Completion of at least 12 credits in the Entrepreneurship or Management programs with the following course codes: ACC, BUS, CIS, or ECO

BUS 155 Business Law I (A) 3 cr
An introduction to the law as it pertains to transactions in business and commercial fields. Laws of contracts, social forces, and legal rights, bailments, and personal property transactions. (Offered: Every Fall)
Prereq: Placement beyond or satisfactory completion of COL 090 and ENG 090

BUS 203 Human Resources Management (A) 3 cr
Provides a practical approach to the tasks of recruiting, hiring, training, and compensating employees. Students will also study equal opportunity, motivation, health and safety, and labor relations. (Offered: Every Spring)
Prereq: BUS 111

BUS 205 Principles of Management (A) 3 cr
Fundamentals of the management of organizations. Introduces students to the process of management, including decision making and the role of the individual. Emphasis on the functions of management. (Offered: Every Fall, Every Spring)
Prereq: BUS 111; Recom: PSY 101

BUS 209 Principles of Marketing (A) 3 cr
A study of the distribution of goods and services from producer to consumer. Topics include structure of marketing institutions, price determination and policies, consumer and industrial marketing, market research and legislation affecting marketing. (Offered: Every Fall, Every Spring)
Prereq: BUS 111; Recom: PSY 101

CHEMISTRY

CHE 105 Basic Principles of Chemistry (NC) 3 cr
A survey course for students interested in the basics of chemistry from a descriptive point of view. Topics include matter, properties of families of compounds and their characteristic compounds, mixtures, acids and bases, chemical reactions, introductory biochemistry, and environmental effect of chemistry. This course could be the basis for coursework in selected technical areas but is not a substitute for CHE 111, 112. (Offered: Every Fall, Spring & Summer)
Prereq: COL 090, ENG 090 and MAT 090 or satisfactory test scores

CHE 111 General Chemistry I (NC) 4 cr
Theoretical and descriptive topics of chemistry, including nature of matter, atomic and molecular structure, periodic properties of the elements, chemical bonding, nomenclature, stoichiometry, gaseous, liquid, and solid states. Lab required. (Offered: Every Fall, Every Spring)
Prereq: Placement beyond or satisfactory completion of COL 090 and ENG 090, MAT 106 (096) concurrently or placement by examination

CHE 112 General Chemistry II (NC) 4 cr
Interrelated descriptive and theoretical topics of chemistry, including chemical kinetics, chemical equilibrium, acids and bases, solubility equilibria, free energy, entropy, equilibrium and free energy-electrochemistry, nuclear chemistry, environmental impact of chemistry. Some basic chemistry of metals and non-metals, as well as some organic chemistry concepts are covered in this course. Lab required. (Offered: Every Spring)
Prereq: CHE 111; MAT 107 concurrently or placement by examination

CHE 201 Organic Chemistry I (NC) 4 cr
Introduction to the chemistry of carbon compounds. In-depth study of the structure, physical properties, and reactivity of alkanes, cycloalkanes, alkenes, alkynes, and conjugated unsaturated systems. Special topics integrated into the survey include conformational analysis, nomenclature, substitution, elimination reactions, electrophilic addition, and stereochemistry of chiral molecules. Lab required. (Offered: Periodically)
Prereq: CHE 112

CHE 202 Organic Chemistry II (NC) 4 cr
In-depth study of aromatic compounds, physical methods of structure determination, organic halides, organometallic compounds, alcohols, phenols, ethers, aldehydes, ketones, carboxylic acids, carboxylic acid derivatives, amines, and amides. Examination of various classes of natural products. Introduction to biochemistry, Polymers and polymerization. Lab required. (Offered: Periodically)
Prereq: CHE 201
Credit Courses

COLLEGE ORIENTATION SERIES

GCC 101  The College Connection: Building a Community of Scholars (L) 3 cr
An intensive two-week experience for in-coming first-year students as an introduction to life as a college student. Working collaboratively with peers and faculty in a learning community, students participate in multi-disciplinary activities centering on themes from a work of literature that the students read prior to taking the class. Students also participate in experiences that provide them with a view of several college disciplines. Students explore different learning styles and assess what methods of note taking, study, reading, and exam taking work best for them individually. In addition to their academic pursuits, students learn of the opportunities available to them at the college including support services, the library, student life, health services, etc. Students have learning experiences in the classroom, computer lab, and outdoor settings. Students write extensively. (Offered: Every Summer)
Prereq: Students must be entering GCC for the first time in the fall and must read the assigned work of literature before starting the class.

GCC 105  Understanding College Culture (L) 3 cr
An introduction to the academic and social aspects of college for current high school students considering or planning to attend college. Students visit college classes, interview professors and students, learn about student support services, and use the study of literature to reflect on their own learning styles, expectations, and goals. (Offered: Every Fall)
Prereq: must be currently enrolled in high school

GCC 106  College Transitions (X) 2 cr
An introduction to the academic and social aspects of college for prospective students to explore their personal, academic, and career goals. This course intends to foster self-confidence, encourage personal responsibility, and identify strategies to help students reach their goals. Topics include the exploration of life-long learning skills, self motivation, self-management, interdependence, problem solving, and decision making. Students have an opportunity to attend field trips to Holyoke Community College and Greenfield Community College. (Offered: Periodically)
Prereq: None

COMPUTER INFORMATION SYSTEMS

CIS 110  Introduction to Computers (X) 3 cr
An introduction to computer use for students with little or no experience. The course includes vocabulary, the components of the computer and peripherals, the basics of creating and printing a text document, how to transfer and organize files, manipulate graphics, use email, and avoid viruses. Other topics include how to search for and evaluate information on the Internet; conduct research on the Internet; avoid Internet scams and identity theft; download and install software; and basic troubleshooting. (Offered: Every Fall, Every Spring)
NOTE: This course does not satisfy Program Elective or CIS elective requirements in any Business program.
Prereq: None

CIS 115  Introduction to Business Information Systems (A) 3 cr
The application of computers to business and like organizations. Topics include data processing systems, computer concepts, teleprocessing, business data base systems, distributed processing. Emphasis is on the use of microcomputers in business. Students complete hands-on exercises using current word processing, spreadsheet, and database software. Examines the role of management and the user in the development and operation of business computer systems. An appropriate beginning course for those contemplating careers in computing and business as well as those wishing to use the computer as a business tool. (Offered: Periodically)
Prereq: Placement beyond or satisfactory completion of COL 090 and ENG 090; MAT 105 (095) or equivalent

CIS 140  Microcomputer Software Tools I (A) 3 cr
Provides students with an introduction to several major “productivity” programs used on microcomputers. Topics include the Windows operating system, word processing, electronic spreadsheet management and graph production using currently popular software packages, and some database management. This is a hands-on course. (Offered: Every Fall, Every Spring)
Prereq: Placement beyond or satisfactory completion of COL 090, ENG 090, ADM 096, and MAT 090.

CIS 141  Microcomputer Software Tools II (A) 3 cr
Provides students with intermediate training in the use of word processing and electronic spreadsheet software. In addition to building upon software skills taught in CIS 140, Microcomputer Software Tools I, students learn the integration of data created in various programs and the development of presentation-quality output. Students use each application’s macro language to automate and customize documents, worksheets, and data entry operations. Students are introduced to graphics software used for business and multimedia presentations. (Offered: Every Fall, Every Spring)
Prereq: CIS 140
CIS 145  Relational Database Design and Application (X) 3 cr
Provides a foundation in business information management, data mining and business intelligence using a relational database. Topics include the theory of managing data, planning and design of a database; creation, normalization and management of tables; design and development of queries to extract specific information and data creation of reports and forms for controlling ease and accuracy of data entry; and use of macros to automate operations. Students learn to create, manage, and extract data from a variety of common business database applications. (Offered: Every Fall, Every Spring)
Prereq: CIS 140, or ENG 109 or satisfactory placement test scores; CIS 140 or permission of instructor.

CIS 150  Programming Principles and Concepts (L) 3 cr
Computer problem-solving principles and techniques for students contemplating a career in computer programming, or computer information systems. Structured problem-solving methods are introduced, including techniques for decomposing complex problems, and expressing the problem solutions in terms which can be expressed in any computer programming language. (Offered: Every Fall, Every Spring)
Prereq: MAT 106 (or ENG 090) or equivalent; ENG 101, 103, or 105 or concurrent enrollment

CIS 151  Web Site Development (X) 3 cr
A study of the creation of effective web sites and pages for use on the Internet or as an Intranet. Topics include: creating web sites and pages with a web site development tool; managing site presentation with Layers; block level elements and Cascading Style Sheets; Dynamic Web Templates; and behaviors. Students explore and modify HTML, CSS and JavaScript code, manage a web site's associated files and folders; manage the web publishing client/server process and administration of a web site. Students create and enhance a number of web sites in this course. Students need dependable internet access as part of this course. (Offered: Every Fall, Every Spring)
Prereq: CIS 150 or CIS 145, or permission of instructor.

CIS 180  Network Workstation Administration (X) 3 cr
Provides a basic working knowledge of installing, setting up, and administering workstations using a current operating system. Topics include installing and configuring workstations to operate on a variety of network topologies. Other topics include configuring protocols, security, sharing of resources, and allowing access to information. Students set up, debug, and troubleshoot actual workstation installations. (Offered: Every Fall, Every Spring)
Prereq: CIS 115, or CIS 140, or a CS major

CIS 243  JavaScript (L) 3 cr
An introduction to the fundamental applications of the JavaScript scripting language for the World Wide Web. Students modify existing functions and write their own to create user interfaces, animation, and interactive slideshows through extensive project-based assignments. The course includes study in the integration of jQuery libraries and Ajax. (Offered: Every Fall)
Prereq: CIS 150

CIS 245  Advanced Database Programming (L) 3 cr
A continuation of CIS 145, Relational Database Design and Application. The student begins with advanced macro design, then is introduced to Access Basic (a 4GL version of Microsoft Visual Basic for Windows) in conjunction with built-in database tools. This is used by the student to create custom applications using the Microsoft Access relational database. Students complete a database term project. (Offered: Periodically)
Prereq: CIS 145

CIS 250  Advanced Basic (L) 3 cr
A continuation of CIS 150, Programming Principles and Concepts. Students study additional command structures and coding techniques utilizing contemporary Basic software. The course emphasizes proper programming techniques and structure, and industrial practices. Teaching methodology includes lab activities, and problem solving, both individually and in small groups. Students complete extensive programming assignments. (Offered: Periodically)
Prereq: CIS 150 and CIS 145, or permission of instructor

CIS 251  Java Programming (L) 3 cr
A study of computer programming using the Java language. The course emphasizes proper programming techniques and structure, and industrial practices. Teaching methodology includes lab activities, and problem solving, both individually and in small groups. Students complete extensive programming assignments. (Offered: Every Spring)
Prereq: CIS 150 or status as a second year engineering student

CIS 252  C++ Programming (A) 3 cr
A study of computer programming using the C++ language. The course emphasizes proper programming techniques and structure, and industrial practices. Teaching methodology includes lab activities and problem solving, both individually and in small groups. Students complete extensive programming assignments. (Offered: Every Fall)
Prereq: CIS 150 or status as a second year engineering student

CIS 254  Data Structures (L) 4 cr
Introduces and develops methods for designing and implementing abstract data types, using the Java programming language. The main focus is on how to build and encapsulate data objects and their associated operations. Specific topics include linked structures, recursive structures and algorithms, binary trees, balanced trees, and hash tables. (Offered: Every Fall)
Special Requirement: Enrollment requires permission of a Business or an Engineering Program Chair.
Prereq: CIS 251 and MAT 107

CIS 280  Network Server Administration (L) 3 cr
Provides instruction in the installation, configuration, and management of a local area network-server using current industry server software. Topics include installation of software, configuration of software and common services, protection of data, client requirements and setup, setting up groups and users, managing and securing access to server files, remote access, and other topics. Students complete extensive hands-on lab activities and homework. (Offered: Every Spring)
Prereq: CIS 180
Credit Courses

CIS 281  Network Principles and Techniques (L) 3 cr
An introduction to networking concepts, design essentials, media and hardware. Topics include coverage of the OSI and EEE 802 models, network communications and protocols, network architecture, simple network operations, complex networks, network administration and support, enterprise and distributed networks, wide-area and large-scale networks, and network problem analysis and solution. Students complete hands-on lab experiences in the implementation of a variety of local area network designs and protocols. (Offered: Periodically)
Prec: CS 180

CIS 283  Linux (L) 3 cr
Provides a basic working knowledge of the Linux operating system and an understanding of the Unix environment. Topics include installing Linux as a server; configuring Linux; managing users, the UNIX command line, file systems, security, Internet services (DNS, HTTP, SMTP, POP, SSH); and Intranet services (NFS, DHCP). Students set up, debug, and troubleshoot actual workstation installations. (Offered: Periodically)
Prec: CS 180 or permission of instructor

CIS 285  Managing Network Information Resources (L) 3 cr
Provides instruction in the installation, configuration, and management of system-wide electronic messaging exchange software. Topics include understanding system architecture and messaging protocols, installation of system software, communication and information transfer, managing users, setting up and managing clients, messaging server management, intensely connectivity and mail systems, system security, and other maintenance and connectivity issues. (Offered: Periodically)
Prec: CS 280

CIS 290  Systems Analysis and Design (X) 3 cr
An investigation and analysis of the methods and techniques used by the systems analyst in analyzing present systems, whether manual or automated systems. The system development life cycle is followed, from feasibility study through implementation. A major portion of the course is a case study involving the design of a microcomputer-based system for inventory and accounts receivable for a small business. (Offered: Periodically)
Prec: CS 115 or CS 150

CRIMINAL JUSTICE

CRJ 101  Introduction to Criminal Justice (A) 3 cr
Examines the agencies and processes involved in the criminal justice system, including but not limited to the legislature, the police, the prosecution, the defense, the courts, probation, corrections, and social service agencies designed to function in the context of the criminal justice system. The course examines public policy concerns the system is intended to address, with a special emphasis on the tension between public safety and the due process rights of the accused, and the role that class, poverty, race, gender, and other statuses might play in the effectiveness of the criminal justice system. (Offered: Every Fall, Every Spring)
Prec: COL 090 and ENG 090 or satisfactory placement test scores

CRJ 103  Criminal Law (A) 3 cr
Examines the legal definition of crime and defenses; the presumption of innocence and proof beyond a reasonable doubt; purposes and functions of substantive criminal law, including statutes, constitutions and criminal procedure; historical foundations of criminal law and the limits of criminal law. (Offered: Every Fall, Every Spring)
Prec: COL 090 and ENG 090 or satisfactory placement test scores

CRJ 105  Police Process (X) 3 cr
Provides the student an appreciation of the social and historical perspectives on American Policing. Topics include a critical study of the police role, career, discretion, values, normal and deviant behavior; ethical and moral issues; diversity; ethnicity and race. The course analyzes the challenges of policing in a democratic society with a discussion of interagency relations. (Offered: Every Fall)
Prec: CRJ 101 or permission of instructor. Recom: CRJ 103

CRJ 107  Adjudication Process (X) 3 cr
Examines the role of prosecution, public defense and the courts; basic elements of the substantive criminal law; procedural law and its relation to constitutional guarantees; and an analysis of trial and pretrial process, case law, rules of evidence and the appellate process. (Offered: Every Spring)
Prec: CRJ 101 and 103, or permission of instructor

CRJ 109  Corrections Process (X) 3 cr
Examines post-conviction process; the development of correctional philosophy theory and practice; management; and community-based correctional probation and parole. (Offered: Every Fall, Every Spring)
Special Requirement: Field Trips Required
Prec: CRJ 101 or permission of instructor

CRJ 111  Juvenile Justice (A) 3 cr
A study of the laws, agencies and processes involved in the juvenile justice system, including the police, the juvenile court, juvenile probation, corrections, as well as a sampling of the social service agencies that function in the context of the juvenile justice system. The course examines the three principle juvenile court systems: delinquency care and protection, and the child in need of services. The course also explores various sociological and psychological perspectives on child development and socialization, with an emphasis on the roles of class, race, gender; and inculturization. (Offered: Every Fall)
Prec: CRJ 101 or permission of instructor.

CRJ 113  Criminal Law (X) 3 cr
Examines the legal definition of crime and defenses; the presumption of innocence and proof beyond a reasonable doubt; purposes and functions of substantive criminal law, including statutes, constitutions and criminal procedure; historical foundations of criminal law and the limits of criminal law. (Offered: Every Fall, Every Spring)
Prec: COL 090 and ENG 090 or satisfactory placement test scores. Recom: CRJ 101 and CRJ 103
Credit Courses

CRJ 131 Social Issues in Criminal Justice (A) 3 cr
Increases personal and professional awareness of contemporary social issues in criminal justice. This course allows students to view influences such as race, class, gender and the distribution of wealth and power through the prism of the legal system. Topics may include abortion, domestic violence, racial profiling, hate crimes, the death penalty and white collar crime. (Offered: Every Fall, Every Spring)
Prereq: COL 090 and ENG 090 or satisfactory placement test scores. Recommended: Any ONE of the following: CRJ 101, CRJ 103, POL 101, SOC 101, SOC 201, HIS 105, or HIS 106

CRJ 202 Criminal Investigation (X) 3 cr
Examines fundamentals of investigation: crime scene search and recording, collection and preservation of physical evidence; scientific aids; modus operandi; sources of information; interview and interrogation; follow-up and case preparation. (Offered: Every Fall, Every Spring)
Prereq: CRJ 101 and CRJ 103

CRJ 209 Community Policing in the 21st Century (X) 3 cr
Provides a practical understanding of the evolution and practice of community policing. The course examines the contrast between traditional and community policing philosophies. Students learn the skills and climate necessary for the development of viable police/community partnerships. Through realistic exercises, students learn useful problem-solving techniques which are core elements of the community policing strategy. Students also explore ethical issues in a community policing environment, obstacles to implementation and future trends. (Offered: Every Fall, Every Spring)
Prereq: CRJ 101 and CRJ 103

CRJ 215 Field Experience (X) 3 cr
A field experience at an agency within the criminal justice system. The course integrates classroom theory with practical experience. Placement is at the discretion of the criminal justice faculty consistent with the policies of the cooperating agency. (Offered: Every Spring)
Prereq: CRJ 101 or CRJ 103

CRJ 219 Constitutional Criminal Procedure (X) 3 cr
Examines general principles of criminal procedure contained in the Fourth, Fifth, Sixth, Eighth, and Fourteenth Amendments of the U.S. Constitution, focusing on governmental power and the restrictions on it in the enforcement of state and federal criminal law. (Offered: Every Spring)
Prereq: CRJ 101, CRJ 103, or permission of instructor. Recommended: POL 101, POL 203, or CRJ 121

DANCE

DAN 101 Introduction to Dance (HC) 3 cr
Provides students with an introduction to the fundamentals of dance, and exposure to a wide range of different styles of dance, both western and non-Euro-American. The course includes a daily technique class with instructor or guest teacher; lectures and class discussions, video viewing, and outside-of-class reading assignments. Styles of dance introduced and experienced in the course may include jazz, ballet, African, tap, Middle Eastern dance, Isadora Duncan dance, social and folk dance, modern, Classical Indian dance, Renaissance, and Baroque dance. (Offered: Every Fall, January & Summer)
Prereq: None

DAN 102 Pilates Mat Work (X) 1 cr
An introduction to the Pilates method of body conditioning. The Pilates method is a unique system of stretching and strengthening the muscles. The Pilates series of floor mat exercises strengthens and tones muscles, improves posture, flexibility and balance. The mat work movements and philosophy support an understanding of functional anatomy and reeducate the body about correct alignment. Through the work, students develop a strong center and suppleness. (Offered: Every Fall, Every Spring)
NOTE: Students may repeat this course once for a maximum of two credits.

DAN 103 Jazz Dance I (HL) 1-3 cr
An introductory course in jazz dance. Classes consist of a full body warm up, and basic dance exercises to improve strength, flexibility, balance, and coordination. Students learn and practice the movement vocabulary essential to the jazz style, including body isolations, propulsive and syncopated rhythms, and standard jazz style traveling steps. The course presents the history of jazz dance as a fusion form with African roots, and its impact on concert dance and the entertainment industry through lecture, video viewing, outside-of-class reading, and assigned performance attendance. (Offered: Every Fall, Every Spring)
NOTE: Students may earn a total of three credits in DAN 103.
Prereq: None

DAN 104 Jazz Dance II (HL) 3 cr
A continuation of the study and practice of the basic elements of dance, with emphasis on movement vocabulary essential to the jazz style. The course presents the history of jazz dance as a fusion form with African roots, and its impact on concert dance and the entertainment industry through lecture, video viewing, outside-of-class reading, and assigned performance attendance. (Offered: Every Fall, Every Spring)
Prereq: 3 credits of DAN 103, or permission of instructor.
Credit Courses

DAN 105 African Dance I (*HL) 1-3 cr
An introductory course in African Dance. Students learn traditional movements, rhythms, and dances from a variety of African cultures and countries. Lectures on African history, geography, and culture provide a background for understanding the importance of dance in African life. Assignments may include attending performances outside of class. (Offered: Periodically)
NOTE: Students may earn a total of three credits in DAN 105.
Prereq: None

DAN 106 African Dance II (*HL) 3 cr
Continued practice of the traditional movements and dances of various African cultures. Increased emphasis on rhythmic awareness, coordination and performance style inherent in African dance. Lectures on African history, geography, and culture provide a background for understanding the importance of dance in African life. Assignments may include attending performances outside of class. (Offered: Periodically)
Prereq: 3 credits of DAN 105, or permission of instructor

DAN 107 Ballet I (HL) 1-3 cr
An introduction to the study of classical ballet. Students learn the ballet terminology that denotes the traditional position of the feet, arms, and body, and the basic ballet steps. Each class includes barre work, center floor exercises to improve balance and coordination, and traveling across the floor combinations incorporating jumps and leaps. The course presents the rich history and theory of ballet, and its widespread cultural impact through lectures, video viewing, outside-of-class reading, or assigned performance attendance. (Offered: Every Fall, Every Spring)
NOTE: Students may earn a total of three credits in DAN 107.
Prereq: None

DAN 108 Ballet II (HL) 3 cr
A continuation of the study of classical ballet. Students learn the ballet terminology that denotes the traditional position of the feet, arms, and body, and the basic ballet steps. Each class includes barre work, center floor exercises to improve balance and coordination, and traveling across the floor combinations incorporating jumps and leaps. The course presents the rich history and theory of ballet, and its widespread cultural impact through lectures, video viewing, outside-of-class reading, or assigned performance attendance. (Offered: Every Fall, Every Spring)
Prereq: 3 credits of DAN 107, or permission of instructor

DAN 109 African Dance III (*HL) 1-3 cr
A continuation of the study of modern dance. Students gain proficiency in movement fundamentals, learning and performing dance combinations and locomotor movements to various rhythms and styles of music in large and small groups. The course presents the history, theory and significance of modern dance through lectures, video viewing, outside-of-class reading, or assigned performance attendance. (Offered: Every Fall, Every Spring)
Prereq: 3 credits of DAN 111, or permission of instructor

DAN 110 Modern Dance II (HL) 3 cr
A continuation of the study of modern dance. Students gain proficiency in movement fundamentals, learning and performing dance combinations and locomotor movements to various rhythms and styles of music in large and small groups. The course presents the history, theory and significance of modern dance through lectures, video viewing, outside-of-class reading, or assigned performance attendance. (Offered: Every Fall, Every Spring)
Prereq: 3 credits of DAN 111, or permission of instructor

DAN 111 Modern Dance I (HL) 1-3 cr
An introduction to modern dance. Students learn the terminology and practice the fundamental movement vocabulary of modern dance. Classes consist of a full body warm-up, specific modern dance exercises, traveling step patterns, short dance combinations, and improvisational assignments. Class activities are designed to increase strength, flexibility, coordination, rhythmic awareness and musicality, and self expression. The course presents the history, theory and significance of modern dance through lectures, video viewing, outside-of-class reading, or assigned performance attendance. (Offered: Every Fall, Every Spring)
NOTE: Students may earn a total of three credits in DAN 111.
Prereq: None

DAN 112 Modern Dance II (HL) 3 cr
A continuation of the study of modern dance. Students gain proficiency in movement fundamentals, learning and performing dance combinations and locomotor movements to various rhythms and styles of music in large and small groups. The course presents the history, theory and significance of modern dance through lectures, video viewing, outside-of-class reading, or assigned performance attendance. (Offered: Periodically)
Prereq: 3 credits of DAN 111, or permission of instructor

DAN 113 Tap Dance I (HL) 1-3 cr
Introduction to the basic tap dance steps and their style of performance, in conjunction with general concepts of dance technique. Students learn traditional tap-step patterns such as time steps and waltz dog, and short combinations. The course presents tap history, including its development as a fusion of African and European dance-music forms through lectures, video viewing, outside-of-class reading and assigned performance attendance. (Offered: Every Fall, Every Spring)
NOTE: Students may earn a total of three credits in DAN 113.
Prereq: None

DAN 114 Tap Dance II (HL) 3 cr
A continuation of the study of tap dance, with increasing complexity and length of patterns. Students focus on clarity of rhythm and tap sounds, and by working on style and expression, the course presents tap history, including its development as a fusion of African and European dance-music forms through lectures, video viewing, outside-of-class reading and assigned performance attendance. (Offered: Every Fall, Every Spring)
Prereq: 3 credits of DAN 113, or permission of instructor

DAN 115 Tap Dance III (HL) 3 cr
A continuation of the study of tap dance, with increasing complexity and length of patterns. Students focus on clarity of rhythm and tap sounds, and by working on style and expression, the course presents tap history, including its development as a fusion of African and European dance-music forms through lectures, video viewing, outside-of-class reading and assigned performance attendance. (Offered: Every Fall, Every Spring)
Prereq: 3 credits of DAN 114, or permission of instructor

DAN 116 Middle Eastern Dance I (*HL) 1-3 cr
An introductory course in Middle Eastern Dance. Instruction includes the historical and social context in which the dance is traditionally performed, and general concepts of dance technique and practice. Students primarily learn Middle Eastern “Belly Dance,” which functions as a form of social dance and/or entertainment. The class also studies regional or national dances, such as Lebanese debke, and dance steps to the 9/8 and 6/8 rhythms of Turkey and Armenia. Video viewing and outside-of-class reading assignments augment in-class practice. (Offered: Every Fall, Every Spring)
Prereq: 3 credits of DAN 114, or permission of instructor

DAN 117 Middle Eastern Dance II (*HL) 1-3 cr
A continuation of the study of the movements, steps, and aesthetics of Middle Eastern Dance within the historical and social context in which it is customarily performed. Students refine their ability to perform traditional movements with emphasis on personal expression, correct performance style and quality, the ability to respond appropriately to various tempos, rhythms and meters, and the ability to learn choreographed dances or to improvise. Video viewing and outside-of-class reading assignments augment in-class practice. (Offered: Every Fall, Every Spring)
Prereq: 3 credits of DAN 116, or permission of instructor
DAN 120 World Dance and Culture (HL) 3 cr
A global tour of dance as a universal element of human culture. Students learn how dance functions within different societies as celebration, religion and ritual, socialization and courtship, cultural/national identity and political strategy and art and entertainment. Students examine selected dance forms from Africa, the Caribbean and Brazil, Asia, Europe and the United States, and Native American culture through outside reading, DVD/video viewing, and in-class discussion. This is a non-performance course. (Offered: Periodically) Prereq: Placement beyond or satisfactory completion of COL 090 and ENG 090.

DAN 121 Dance History (HC) 3 cr
Survey course of the major events in the history of western theatrical dance. Topics covered include: Renaissance court dance, Baroque dance, Romantic, Classical, and Neo-Classical Ballet; Diaghilev’s Les Ballets Russes; the emergence of modern dance in the 20th century; Black dance. Selected figures of dance history discussed, such as Louis XIV, Marie Taglioni, Isadora Duncan, Martha Graham, Katherine Dunham, George Balanchine. Class format includes lecture, outside reading and in-class video and film viewing. (Offered: Periodically) Prereq: Placement beyond or satisfactory completion of COL 090 and ENG 090.

DAN 130 Choreography/Performance (HL) 3 cr
A study of the theory and practice of choreography. Students create their own dances, both solo and group pieces. The course explores the use of a variety of musical styles as accompaniment for dance, as well as other forms of accompaniment such as text or poetry. Students refine and rehearse selected dances to be performed in the semester’s dance concert. Student choreographers gain practical experience in the complete production of their dances, such as selection of appropriate costume, music, and light effects. (Offered: Periodically) Prereq: Concurrent enrollment in a dance studio course.

DAN 183 Ballroom Dance: American Smooth Style (HL) 1 cr
Provides physical enjoyment to participants through the performance of the specific rhythms and movements of American smooth style dancing and social satisfaction through group participation. Topics include the fundamentals of waltz, fox trot, jitterbug (swing), with an emphasis on dance positions, leading and following, and dance etiquette. (Offered: Every Fall, Spring & Summer) Special Requirement: Lightweight shoes with non-skid soles. Prereq: None.

DAN 184 Ballroom Dance: Latin Style (HL) 1 cr
Provides physical enjoyment to participants through the performance of the specific rhythms and movements of Latin style dancing and social satisfaction through group participation. Topics include the fundamentals of rumba, cha cha, and tango with an emphasis on dance positions, leading and following, and dance etiquette. (Offered: Every Fall, Every Spring) Special Requirement: Lightweight shoes with non-skid soles. Prereq: None.

DAN 201 Dance Repertory Group: Mixed Company (HL) 3 cr
Provides an opportunity for students to learn, rehearse, and perform dances in a variety of styles in area schools, community centers, and at special events. When appropriate, students assist in teaching dance classes and give lecture/demonstrations. Students perform and rehearse outside of class. (Offered: Periodically) NOTE: The course may be repeated for a maximum of 6 credits. Prereq: Open to students by audition or permission of Dance Program Coordinator. Recomm: Concurrent enrollment in a dance studio course.

DAN 203 Jazz Dance III (HL) 3 cr
An intermediate course in jazz dance. Students continue to refine skills and movement vocabulary of the jazz style. Increased emphasis on performance skills, clarity of rhythm and line, expansion of range of movement, and personal expression. The course presents the history of jazz dance as a fusion form with African roots, and its impact as a performance style and in the entertainment industry through lecture, video viewing, outside-of-class reading, and assigned performance attendance. (Offered: Every Fall, Every Spring) Prereq: DAN 104, or permission of instructor.

DAN 204 Jazz Dance IV (HL) 3 cr
A conclusion of the intermediate study of jazz dance. Students continue to refine skills and movement vocabulary of the jazz style at the intermediate level. Increased emphasis on clarity of rhythm and line, expansion of range of movement, and personal expression. Assignments may include outside-of-class reading, video viewing, and performance participation. (Offered: Every Fall, Every Spring) Prereq: DAN 203.

DAN 205 African Dance III (*HL) 3 cr
An intermediate course in African dance. Students learn to execute polyrhythmic movement, and increase understanding of the relationship between the live drumming and dances. Students learn and practice increasingly complex movement combinations and choreography which incorporate songs of various African languages and integral parts of the dance. The course provides a background for understanding the importance of dance in African life through lectures on African history, geography, and culture. Assignments may include attending performances outside of class. (Offered: Periodically) Prereq: DAN 106, or permission of instructor.

DAN 206 African Dance IV (*HL) 3 cr
A conclusion of the intermediate study of African dance. Students learn to execute polyrhythmic movement, and increase understanding of the relationship between the live drumming and dances. Students learn and practice increasingly complex movement combinations and choreography which incorporate songs of various African languages and integral parts of the dance. The course provides a background for understanding the importance of dance in African life through lectures on African history, geography, and culture. Assignments may include attending performances outside of class. (Offered: Periodically) Prereq: DAN 205.
Credit Courses

DAN 207  Ballet III (HL)  3 cr
An intermediate course in classical ballet with emphasis on increased technical skill. Students learn principles of épaulement, placement, and multiple turns. Students may dance en pointe with instructor’s approval. The course presents longer, more intricate combinations and repertoire, the rich history and theory of ballet, and its widespread cultural impact through lectures, video viewing, outside-of-class reading, or assigned performance attendance. (Offered: Every Fall, Every Spring)
Prereq: DAN 108, or permission of instructor

DAN 208  Ballet IV (HL)  3 cr
A conclusion of the intermediate study of classical ballet. The course emphasizes performance skills. Students integrate technique with personal expression, and continue to learn and practice combinations and dances from the classical and contemporary repertoire. The course presents the rich history and theory of ballet, and its widespread cultural impact through lectures, video viewing, outside-of-class reading, or assigned performance attendance. (Offered: Every Fall, Every Spring)
Prereq: DAN 207

DAN 211  Modern Dance III (HL)  3 cr
An intermediate course in modern dance with increased emphasis on performance skills. The course presents specific techniques of modern dance pioneers, such as Graham, Humphrey-Weidman, Cunningham, and Taylor. Students learn and execute movement sequences and repertory dances with attention to quality, style, musicality, and expressiveness. Students are encouraged to work on individual creativity and development of personal movement style. The course presents the history, theory, and significance of modern dance through lectures, video viewing, outside-of-class reading, or assigned performance attendance. (Offered: Every Fall, Every Spring)
Prereq: DAN 207

DAN 212  Modern Dance IV (HL)  3 cr
A conclusion of the intermediate study of modern dance with continued emphasis on the development of individual performance quality and style and the mastery of dance technique in the modern dance tradition. Students are encouraged to explore their individual movement ideas through choreography and improvisation. The course presents the history, theory, and significance of modern dance through lectures, video viewing, outside-of-class reading, or assigned performance attendance. (Offered: Every Fall, Every Spring)
Prereq: DAN 112, or permission of instructor

DAN 214  Tap Dance III (HL)  3 cr
An intermediate course in tap dance with emphasis on the acquisition of performance skills, rhythmic accuracy and speed. Students learn traditional repertoire and time steps with their rhythmic breaks and explore improvisation. The course presents tap history, including its development as a fusion of African and European dance-music forms through lectures, video viewing, outside-of-class reading, and assigned performance attendance. (Offered: Every Fall, Every Spring)
Prereq: DAN 113, or permission of instructor

DAN 215  Tap Dance IV (HL)  3 cr
A conclusion of the intermediate study of tap dance. Students continue to refine technical and performance skills, improve rhythmic accuracy and speed and to learn and practice traditional repertoire, time steps with their rhythmic breaks, and improvisation. The course presents tap history, including its development as a fusion of African and European dance-music forms through lectures, video viewing, outside-of-class reading, and assigned performance attendance. (Offered: Every Fall, Every Spring)
Prereq: DAN 214, or permission of instructor

DAN 216  Middle Eastern Dance III (*HL)  3 cr
An intermediate course in Middle Eastern Dance. Students continue to practice the movements and rhythms of the dance, with an emphasis on personal expression, the development of individual style, musicality, improvisation and performance skills. Students learn extended dance sequences and group choreographies. The course incorporates the continued study of the complex history of the dance and its meaning and function in Middle Eastern and North African cultures, and in other areas that are home to people of Arabic heritage. Video viewing and outside of class reading assignments augment in-class practice. (Offered: Every Fall, Every Spring)
Prereq: DAN 117, or permission of instructor

DAN 217  Middle Eastern Dance IV (*HL)  3 cr
A conclusion of the intermediate study of Middle Eastern Dance. Students continue to practice the movements, rhythms and choreography of the dance. The course emphasizes personal performance style, based on informed choices and improvisational and creative responses to both contemporary and traditional Arab or Arab-influenced music and rhythms. Students learn extended dance sequences, group choreographies for performance, and to play zills as an accompaniment to the dance. The course incorporates the study of the history, meaning and function of Middle Eastern dance in the various cultures and countries in which it is performed. Video viewing and outside of class reading assignments augment in-class practice. (Offered: Every Fall, Every Spring)
Prereq: DAN 216, or permission of instructor

ECONOMICS

ECO 101  Principles of Macroeconomics (BC)  3 cr
A study of economic analysis of the national and global economy with discussion of current issues. This course includes business cycles, unemployment, inflation, economic growth, banking systems, monetary and fiscal policies. (Offered: Every Fall, Every Spring)
Prereq: Placement beyond or satisfactory completion of COL 090 and ENG 090 and MAT 105 (095)

ECO 102  Principles of Microeconomics (BC)  3 cr
A study of the economics of the firm, the consumer; and their interaction in the domestic and global marketplace. This course includes resource allocation, supply and
EDU 111 Introduction to Special Education (L) 3 cr
Overview of development, physical, and behavioral disabilities; basic principles of intervention techniques; overview of legislation (Chapter 766) and its implications for the young child. (Offered: Every Fall)
Prereq: COL 090 and ENG 090 and MAT 105, or satisfactory placement test scores

EDU 121 Reading and Language for the Young Child (X) 3 cr
Emphasizes the importance of effective communication and implements the belief that skills, abilities, and attitudes needed for such communication are identifiable and teachable. The integration of all the language arts into a curriculum for young children is stressed. (Offered: Periodically)
Prereq: ENG 090 and COL 090 or satisfactory placement test scores

EDU 122 Early Childhood Special Education (A) 3 cr
Emphasizes the acquisition of strategies and skills to provide developmentally appropriate learning experiences for young children with special needs in multiple settings. Students examine prominent preschool special education curricula and learn to evaluate and adapt curriculum material to specific learning needs. The course includes a one-hour individual consultation/advising session. (Offered: Periodically)
Prereq: Placement beyond or satisfactory completion of COL 090 and ENG 090

EDU 123 Educating the Infant and Toddler (X) 3 cr
Explores the intricacies of managing a center for young children. Topics include the children, the curriculum, the environment, personnel management and development, budget and funding, legal concerns, state and local regulations and working with the parents and the community to provide a sound program for young children. (Offered: Periodically)
Prereq: EDU 201; Recomm: Office of Child Care Services (OCCS) Lead Teacher Qualified

EDU 133 Day Care Administration (X) 3 cr
Explores the intricacies of managing a center for young children. Topics include the children, the curriculum, the environment, personnel management and development, budget and funding, legal concerns, state and local regulations and working with the parents and the community to provide a sound program for young children. (Offered: Periodically)
Prereq: ENG 090
Prereq: ENG 090 and COL 090 or satisfactory placement test scores

EDU 141 Building Teacher-Parent Relationships (X) 3 cr
Examines the inherent complexities of the parent-teacher/caregiver relationship and explores techniques for improving communication. Diverse family structures will be examined and discussed in view of their implications for teachers, parents, and children with attention to increasing parent involvement and creating successful partnerships with parents. (Offered: Periodically)
Prereq: Placement beyond or satisfactory completion of COL 090 and ENG 090

ECO 129 Global Trade and Development (BC) 3 cr
A study of international trade and national economies. Topics include trade models, population, poverty and income distribution, property rights, microfinancing, international investment, currency exchange, trade barriers, trade pacts, and the roles and effects of global trade institutions. (Offered: Periodically)
Prereq: ECO 102

ECO 205 Sports Economics (BC) 3 cr
An economic analysis of sport teams, leagues and institutions. Topics include antitrust, public funding of sports venues, labor relations, competitive balance, wagering markets, athletic compensation, amateurism, and application of economic principles to sports settings. (Offered: Every Fall)
Prereq: ECO 090

EDUCATION

EDU 101 Introduction to Early Childhood Education (A) 3 cr
Purposes of early childhood education and the role of the teacher. Considers the developmental needs of young children. Attention to physical environment, recording and reporting progress and administration. (Offered: Every Fall)
Prereq: Placement beyond or satisfactory completion of COL 090 and ENG 090

EDU 102 Introduction to Early Childhood Education (BC) 3 cr
Purposes of early childhood education and the role of the teacher. Considers the developmental needs of young children. Attention to physical environment, recording and reporting progress and administration. (Offered: Every Fall)
Prereq: Placement beyond or satisfactory completion of COL 090 and ENG 090

EDU 103 Creative Experiences in Art, Music, and Drama (X) 3 cr
Deals with the methods, content, and theory of the arts as they relate to the young child. Students will develop leadership abilities and their ability to research, plan, and implement developmentally appropriate activities in the arts for young children. (Offered: Every Fall)
Prereq: Placement beyond or satisfactory completion of COL 090 and ENG 090; ECE major; or permission of instructor

EDU 105 Child Development (BC) 3 cr
Overview of development, physical, and behavioral disabilities; basic principles of intervention techniques; overview of legislation (Chapter 766) and its implications for the young child. (Offered: Every Fall)
Prereq: Placement beyond or satisfactory completion of COL 090 and ENG 090

ECO 113 Environmental Economics (BC) 3 cr
Introduction to the contemporary problems of environmental quality. Economic analysis of the institutions and practices leading to pollution of air, water, and land resources. Study of alternative public policies for improving environmental quality. (Offered: Every Spring)
Prereq: Placement beyond or satisfactory completion of COL 090 and ENG 090

ECO 129 Global Trade and Development (BC) 3 cr
A study of international trade and national economies. Topics include trade models, population, poverty and income distribution, property rights, microfinancing, international investment, currency exchange, trade barriers, trade pacts, and the roles and effects of global trade institutions. (Offered: Periodically)
Prereq: ECO 102

ECO 205 Sports Economics (BC) 3 cr
An economic analysis of sports teams, leagues and institutions. Topics include antitrust, public funding of sports venues, labor relations, competitive balance, wagering markets, athletic compensation, amateurism, and application of economic principles to sports settings. (Offered: Every Fall)
Prereq: ECO 090

EDUCATION

EDU 101 Introduction to Early Childhood Education (A) 3 cr
Purposes of early childhood education and the role of the teacher. Considers the developmental needs of young children. Attention to physical environment, recording and reporting progress and administration. (Offered: Every Fall)
Prereq: Placement beyond or satisfactory completion of COL 090 and ENG 090

EDU 102 Introduction to Early Childhood Education (BC) 3 cr
Purposes of early childhood education and the role of the teacher. Considers the developmental needs of young children. Attention to physical environment, recording and reporting progress and administration. (Offered: Every Fall)
Prereq: Placement beyond or satisfactory completion of COL 090 and ENG 090

EDU 103 Creative Experiences in Art, Music, and Drama (X) 3 cr
Deals with the methods, content, and theory of the arts as they relate to the young child. Students will develop leadership abilities and their ability to research, plan, and implement developmentally appropriate activities in the arts for young children. (Offered: Every Fall)
Prereq: Placement beyond or satisfactory completion of COL 090 and ENG 090; ECE major; or permission of instructor

EDU 105 Child Development (BC) 3 cr
Overview of development, physical, and behavioral disabilities; basic principles of intervention techniques; overview of legislation (Chapter 766) and its implications for the young child. (Offered: Every Fall)
Prereq: Placement beyond or satisfactory completion of COL 090 and ENG 090

EDU 112 Early Childhood Special Education (A) 3 cr
Emphasizes the acquisition of strategies and skills to provide developmentally appropriate learning experiences for young children with special needs in multiple settings. Students examine prominent preschool special education curricula and learn to evaluate and adapt curriculum material to specific learning needs. The course includes a one-hour individual consultation/advising session. (Offered: Periodically)
Prereq: Placement beyond or satisfactory completion of COL 090 and ENG 090

EDU 113 Day Care Administration (X) 3 cr
Examines the inherent complexities of the parent-teacher/caregiver relationship and explores techniques for improving communication. Diverse family structures will be examined and discussed in view of their implications for teachers, parents, and children with attention to increasing parent involvement and creating successful partnerships with parents. (Offered: Periodically)
Prereq: Placement beyond or satisfactory completion of COL 090 and ENG 090

EDU 141 Building Teacher-Parent Relationships (X) 3 cr
Examines the inherent complexities of the parent-teacher/caregiver relationship and explores techniques for improving communication. Diverse family structures will be examined and discussed in view of their implications for teachers, parents, and children with attention to increasing parent involvement and creating successful partnerships with parents. (Offered: Periodically)
Prereq: Placement beyond or satisfactory completion of COL 090 and ENG 090
Credit Courses

EDU 201 Early Childhood Curriculum (X) 3 cr
Organization of curriculum including the research, theory, methods, and materials necessary in a classroom of young children. Emphasis on reading readiness and language skills. (Offered: Every Spring) Prereq: EDU 101 or permission of instructor

EDU 205 Philosophy of Education (A) 3 cr
Examines the role of school in society, the organization and history of American education, the historical foundations of education and its theorists. The relationship between theoretical perspectives and current issues emphasized. (Offered: Every Spring) Prereq: ENG 101, 103, or 105

EDU 215 Student Teaching I (X) 6 cr
Provides work experience in an early childhood setting with responsibility for setting up a safe and healthy environment, for providing for social and emotional development in children, and for becoming a professional teacher. Placement in a teaching site for EDU 215 is not guaranteed and depends upon agreement among the teaching site, the EDU faculty, and the student. (Offered: Every Fall) Prereq: EDU 101 and permission of the program coordinator

EDU 216 Student Teaching II (X) 6 cr
Provides work experience in an early childhood setting with extensive responsibility for the total management of a classroom experience working with families, and providing an environment which promotes physical and intellectual competence in children. Placement in a teaching site for EDU 216 is not guaranteed and depends upon agreement among the teaching site, the EDU faculty, and the student. (Offered: Every Spring) Prereq: EDU 215 or permission of instructor

EMERGENCY MEDICAL SERVICES

EMS 101 Emergency Medical Technician-Basic (X) 6 cr
Provides training in the primary care of injuries, semiautomatic external defibrillator (AED), acute illnesses, birth, and people in emergency situations. Students learn rescue extrication, transportation, communication, medical-legal aspects, and ambulance training. The course is taught using lectures, slides, demonstration, and practice. Students completing the course are eligible for the Massachusetts Basic EMT examination. (Offered: Every Fall, Spring & Summer) Prereq: Placement beyond or satisfactory completion of COL 090 and ENG 090

EMS 105 Principles of Advanced Life Support (X) 5 cr
Introduces the certified EMT to principles of Department of Transportation Advanced Life Support curriculum. Students study roles and responsibilities, EMS systems, legal and ethical issues, patient assessment, fundamentals of respiration and advanced airway management. The course includes the fundamentals of perfusion and techniques of intravenous therapy. (Offered: Every Fall) Prereq: Current EMT certification, Placement beyond or satisfactory completion of COL 090, ENG 090, MAT 090. Concurrent enrollment or completion of BIO 108 or equivalent

EMS 106 EMT - Intermediate Internship (X) 2 cr
Provides supervised clinical and field experiences for EMT-Intermediate Students. Students attend two class meetings and complete all Massachusetts and program clinical and field requirements within prescribed deadlines. Students are eligible to take the Massachusetts EMT-Intermediate Examination upon successful course completion. Only non-paramedic certificate students may enroll in this course. (Offered: Every Spring & January) Prereq: Successful completion of EMS 105

EMS 202 Pharmacology (X) 2 cr
Introduces pharmacology, pharmacokinetics, and pharmacodynamics. The course includes a review of the metric system. Students calculate drug dosage concentrations and IV medication infusion rates. The course introduces basic concepts of pathophysiology. (Offered: Every January) Prereq: Successful completion of EMS 105 or permission of instructor

EMS 203 Management of Medical and Shock-Trauma Emergencies (X) 8 cr
Expands upon pharmacological interventions and integrates patient management skills with medical and trauma situations encountered by paramedics. This course includes the pathophysiology and management of disease processes and shock-trauma conditions. It provides special considerations of neonatology, pediatrics, geriatrics, medical incident command and rescue situations. Students begin limited clinical experiences. Students receive Prehospital Trauma Life Support (PHTLS) certification and Pediatric Education for Prehospital Professionals (PEPP-Advanced Life Support) certification upon successful course completion. (Offered: Every Spring) Prereq: Successful completion of EMS 202 or permission of instructor

EMS 204 Management of Cardiovascular Emergencies (X) 8 cr
A comprehensive approach to adult cardiac emergencies encountered by paramedics. The course includes cardiovascular pathophysiology, 3-lead and 12-lead dysrhythmia interpretation techniques, dysrhythmia management, electrical therapy and cardiac pharmacology. Students practice intensive patient management simulation. The student receives Advanced Cardiac Life Support (ACLS) certification upon successful course completion. (Offered: Every Summer) Prereq: Successful completion of EMS 203 or permission of instructor
Credit Courses

EMS 210  Paramedic Clinical (X) 2 cr
Provides student with practice of invasive skills and patient management under the supervision and direction of licensed hospital staff. Students attend one class meeting and produce a research paper based on clinical experiences. Students attend Pediatric Advanced Life Support seminar (off-campus) and receive Pediatric Advanced Life Support (PALS) certification upon successful seminar completion. (Offered: Every Fall)
Prereq: Successful completion of EMS 204. Concurrent registration in EMS 210

EMS 211  Paramedic Fieldwork
Internships I (X) 2 cr
Provides assignments with certified paramedics. Students perform pre-hospital treatment under supervision. (Offered: Every Fall)
Prereq: Successful completion of EMS 204. Concurrent registration in EMS 210

EMS 212  Paramedic Fieldwork
Internships II (X) 2 cr
A continuation of fieldwork assignments with certified paramedics. The course includes fieldwork rotation at a high-volume EMS system outside of New England. The student is eligible to take Massachusetts and National Registry qualifying examinations upon successful completion of the course. (Offered: Every Fall, Every Spring)
Prereq: Successful Completion of EMS 211

ENGINEERING

EGR 101  Surveying (X) 3 cr
Elements of plane surveying, taping, theory and use of instruments, leveling, traversing, and computation. Lab required. (Offered: Periodically)
Prereq: MAT 107 or its equivalent; may be taken concurrently

EGR 105  Introduction to Engineering, Science, Technology, and Society (NC) 4 cr
A survey introductory course that combines hands-on experience with sociological analysis of engineering, science, and technology using lab, lecture, research, design, and discussion, includes aspects of electrical, mechanical, environmental, civil, and chemical engineering. (Offered: Every Fall)
NOTE: Students may earn credit for EGR 105 or SCI 105 but not both.
Prereq: MAT 107 or concurrent enrollment in MAT 107 or a score of 71 or higher on the College Level Math placement test; COL 090 and ENG 090 or satisfactory placement test scores. Recommend a course with a B+ advising code

EGR 107  Engineering Graphics (X) 4 cr
An introduction to engineering graphics concepts and applications. Topics covered include: lettering, scaling, orthographic projection, pictorials, sections, auxiliary views, dimensioning, tolerances, fasteners, isometric and orthographic depiction. The course includes: Computer Aided Design, manual drafting, and sketching. (Offered: Every Spring)
Prereq: COL 090, ENG 090, and MAT 105 or satisfactory placement test scores.

EGR 205  Statics (X) 3 cr
A vector treatment of equilibrium of particles and rigid bodies. Topics include: forces, moments, couples, equations of equilibrium, free body diagrams, machines, trusses, frames, friction and centroids, and shear and bending moment diagrams. (Offered: Periodically)
Prereq: MAT 201. PHY 111

EGR 206  Strength of Materials (X) 3 cr
Analysis of the stress and strain in structural members due to axial loads, torsion, and bending. (Offered: Periodically)
Prereq: EGR 205 or permission of instructor

ENGLISH

ENG 090  College Writing Strategies (D) 4 cr
Develops the writing strategies, critical thinking skills, research methods, and confidence required in English Composition I and other college-level courses. This course covers word processing and methods of using print texts, electronic texts and databases, as well as techniques for evaluating those resources. This course does not satisfy the English composition requirements of the College and does not fulfill associate degree credit requirements. “C−” is the lowest passing grade in this course. (Offered: Every Fall, Spring & Summer)
Prereq: None

COL 090  College Reading Strategies (D) 4 cr
Develops reading study skills for comprehension, vocabulary building, and critical reading and thinking. Students learn techniques for effectively and efficiently obtaining information from reading materials, especially textbooks. The course covers word processing and methods for conducting research using print texts, electronic texts and databases, as well as techniques for evaluating those resources. This course does not satisfy the English composition requirements of the College and does not fulfill associate degree credit requirements. “C−” is the lowest passing grade in this course. (Offered: Every Fall, Spring & Summer)
Prereq: None

COL 095  College Writing and Reading Strategies (D) 3 cr
Improves reading, writing, critical thinking, and study skills, using each to reinforce the development of the others. This course is a bridge between ENG 090/COL 090 courses and Composition I, although enrollment is limited to students who have taken developmental courses. Students focus on analysis and comprehension of reading using print and electronic texts from their other college courses. The course also offers extensive practice writing essays, summaries, personal responses, and answers to essay questions, as well as a grammar review and individualized instruction. In addition, students review word processing and methods of conducting and evaluating research using print and electronic texts. This course does not satisfy the English composition requirements of the College and does not fulfill associate degree credit requirements. “C−” is the lowest passing grade in this course. (Offered: Periodically)
Prereq: None
Credit Courses

COL 102  Exploring Culture Through Reading and Writing (HC) 3 cr
Explores culture through the interconnected processes of reading and writing and is ideal for students who want a course with this emphasis before they enroll in English Composition I. Students examine a broad range of written and visual texts, such as the critical essay, short story, memoir, poetry, drama, and film. Students apply critical reading and writing strategies to these texts and to their own writing. Students use print and electronic texts and word processing software to conduct and evaluate research. This course does not satisfy the English Composition requirements of the College. (Offered: Periodically)
Preq: COL 090 and ENG 090 or satisfactory placement test scores

English Composition I (ENG 101, 103, 105)
A study of the various aspects of reading and writing expository prose. The coursework emphasizes analytical reading, critical thinking, oral and written communication skills, and research and documentation. The course also covers basic word processing and e-mail skills, as well as instruction in the mechanics of locating and evaluating information in electronic texts and databases. Three options are available; students receive credit for only one.

ENG 101  English Composition I: Expository Writing (E) 3 cr
Focuses on the writing of essays. This course offers students the opportunity to understand writing as a process and to develop clear, effective presentation of ideas. The student develops an understanding of the relationship between writer and reader. The course includes word processing methods and research and documentation using print and electronic texts. (Offered: Every Fall, Every Spring)
NOTE: Students may receive credit for only ENG 101 or ENG 103 or ENG 105.
Preq: ENG 101, 103, or 105.

ENG 103  English Composition I: Purposes and Technique of Prose (E) 3 cr
Emphasizes expository writing for students who feel confident of their skills in analysis and organization. The student develops an understanding of voice in writing. The course includes word processing methods and research and documentation using print and electronic texts. (Offered: Every Fall, Every Spring)
NOTE: Students may receive credit for only ENG 103 or ENG 105.
Preq: ENG 101, 103, or 105.

ENG 105  English Composition I: The Impact of Language (E) 3 cr
Develops a personal writing style to express the results of critical and analytic thinking. This course is designed for the student who enjoys reading and writing and includes assignments from essays, novels, poetry, and other materials which serve as models and sources for written exercises. The student explores the history of the English language. The topics for discussion and writing include the languages of race, gender, advertising, and politics. The course includes word processing methods and research and documentation using print and electronic texts. (Offered: Every Fall, Every Spring)
NOTE: Students may receive credit for only ENG 101 or ENG 103 or ENG 105.
Preq: ENG 101, 103, or 105.

English Composition II (ENG 112, 114, 116)
A study of the imaginative and symbolic use of language. The coursework emphasizes the development of critical standards and written responses to fiction, poetry, drama, and in some options, to other print and electronic resources. This course focuses on analysis, critical thinking, and writing. Three options are available; students receive credit for only one.

ENG 112  English Composition II: Exploring Literature (E) 3 cr
Examination and analysis of the three major literary genres: prose fiction, poetry, and drama. Writing assignments emphasize the formal, thoughtful, "critical" paper, but do not preclude more personal and creative responses. Students develop analytical standards for both reading and writing about literature. The course includes selections from a wide variety of authors. (Offered: Every Fall, Every Spring)
NOTE: Students may receive credit for only ENG 112 or ENG 114 or ENG 116.
Preq: ENG 101, 103, or 105.

ENG 114  English Composition II: Literature and Creative Writing (E) 3 cr
Examination of the creative modes of writing: short fiction, poetry, drama, and song. Writing assignments include creative experiments and literary analysis. The student develops skills in the production as well as understanding of literary art. (Offered: Every Fall, Every Spring)
NOTE: Students may receive credit for only ENG 112 or ENG 114 or ENG 116.
Preq: ENG 101, 103, or 105.

ENG 116  English Composition II: Analysis of Literature and Film (E) 3 cr
A study of film, fiction, poetry, and drama from Western and non-Western cultures. Coursework involves analysis of other electronic media which may include television, radio, and computer-mediated text. Students produce written work stressing critical evaluation and participation in classroom analysis of printed and electronic text. (Offered: Every Fall, Every Spring)
NOTE: Students may receive credit for only ENG 112 or ENG 114 or ENG 116.
Preq: ENG 101, 103, or 105.

ENG 201  Western Literature I (HC) 3 cr
Reading and critical analysis of selected literary masterpieces from early Greek through the Elizabethan era. (Offered: Periodically)
Preq: ENG 112, 114, or 116.

ENG 202  Western Literature II (HC) 3 cr
Reading and critical analysis of selected literary masterpieces from the Elizabethan era to the present. (Offered: Periodically)
Preq: ENG 112, 114, or 116.

ENG 203  American Literature I (HC) 3 cr
Critical study of significant achievements in American literature from the Puritan period through the period of the Reconstruction. Emphasis on the growth of an American literature, its modes and purposes. (Offered: Periodically)
Preq: ENG 112, 114, or 116.
ENG 204 American Literature II (HC) 3 cr
Critical study of significant achievements in American literature from the late 19th century to the present. Emphasis on literary modes and thought as they reflect the modern society. (Offered: Periodically)
Prereq: ENG 112, 114, or 116

ENG 205 British Literature I (HC) 3 cr
Readings in English literature from the Anglo-Saxon period to the late 17th century. Major emphasis on Chaucer and Shakespeare. (Offered: Periodically)
Prereq: ENG 112, 114, or 116

ENG 206 British Literature II (HC) 3 cr
Readings in English literature from the late 17th century to the present. (Offered: Periodically)
Prereq: ENG 112, 114, or 116

ENG 207 Creative Writing and Literature: Themes and Methods (HC) 3 cr
Focuses on broad themes in creative writing and explores analytical as well as creative methods for responding to literature. Students explore a variety of creative genres, including drama, poetry, fiction, and creative nonfiction, from many cultures and times. The course culminates in the production of original creative works. (Offered: Periodically)
Prereq: ENG 112, 114, or 116

ENG 208 Creative Writing and Literature: Studies in Genre (HC) 3 cr
Explores creative writing through analysis of the writer’s craft. Students focus on one or more creative genres such as drama, poetry, fiction, or creative nonfiction. Students engage with literary texts that present diverse worldviews. Students also conduct research and apply critical reading and writing strategies to their own analytical as well as creative work. The course culminates in the production of original creative works. (Offered: Periodically)
Prereq: ENG 112, 114, or 116

ENG 210 Creative Nonfiction (HC) 3 cr
Explores creative nonfiction essays and essay writing through extensive reading, individualized research, and writing workshops. Students develop facility with the variety and history of creative nonfiction. Students use multiple research methods, drafting approaches, and writing strategies to explore topics of their choice. Students combine academic and creative writing strategies in new ways to explore and analyze their experiences and the world around them. (Offered: Periodically)
Prereq: ENG 112, 114, or 116

ENG 211 Modern Novel (HC) 3 cr
Themes and methods of novelists of the modern western world. This course explores such topics as alienation and the failure of communication and gives attention to modern experiments in point of view, structure, and style. (Offered: Periodically)
Prereq: ENG 112, 114, or 116

ENG 212 Graphic Novel (HC) 3 cr
Explores the history and development of the graphic novel, a hybrid genre that combines visual and written textual elements. Students read, discuss, and write about graphic novels exploring issues of power, sexuality, race, gender, class, and identity. (Offered: Periodically)
Prereq: ENG 112, 114, or 116

ENG 219 Ethnic Literature (*HC) 3 cr
A study of American literature through writers representative of various ethnic groups in the United States. (Offered: Periodically)
Prereq: ENG 112, 114, or 116

ENG 221 Shakespeare (HC) 3 cr
A critical study of a selected group of plays by Shakespeare, approached by theme. The course will also give some attention to contemporary presentations or adaptations. (Offered: Periodically)
Prereq: ENG 112, 114, or 116

ENG 224 Technology and Literature (HC) 3 cr
A critical examination of the impacts of technology on literature as expressed in poetry, fiction, essay, film, and electronic text. Students consider how technological developments from factory production and the railroad to the personal computer and genetic engineering have influenced literature, art, thought, communication, work, and community. (Offered: Periodically)
Prereq: ENG 112, 114, or 116

ENG 228 Queer Literature (*HC) 3 cr
A study of various genres and periods of literary texts by lesbian, gay, bisexual, and transgender writers. The course includes lectures and classroom discussions on the texts and their cultural and historical contexts. Students discuss how the texts relate to expressions of, and arguments about, being queer in a predominantly heterosexual world. Readings also address more general issues of marginalization, such as those involving gender, race, class, and age. The course is appropriate for any student interested in the way literature expresses human difference. (Offered: Periodically)
Prereq: ENG 112, 114, or 116

ENG 229 Gothic Literature (HC) 3 cr
A critical and analytical study of the gothic tradition in both classic and modern supernatural literature, with some attention to film. Students examine the significance of the supernatural horror tale in its larger literary, social, and cultural context. (Offered: Periodically)
Prereq: ENG 112, 114, or 116

ENG 235 Survey of Latin American Literature (*HC) 3 cr
A study of Latin American writings from the pre-Columbian era to the present. Emphasis on the social, political, and cultural forces that have shaped the voices of contemporary Latin American literature. Authors include Bartolome de las Casas, Andres Bello, Ruben Daro, Clorinda Matto de Turner, Jorge Borges, Isabel Allende, and Gabriel Garcia Marquez. (Offered: Periodically)
Prereq: ENG 112, 114, or 116

ENG 241 Survey of Children’s Literature (HC) 3 cr
Wide reading of classic and current children’s literature, including the history and development of the genre. This course examines criteria for judging children's books and reviews classroom techniques in early childhood education. (Offered: Periodically)
Prereq: ENG 112, 114, or 116
Credit Courses

ENG 243 Modern Poetry (HC) 3 cr
An examination of modern poetry with an emphasis on interpretation and analysis of voice, language, sound, and form. This course provides an in-depth study of some major innovators as well as a study of other contemporary poets. (Offered: Periodically)
Prereq: ENG 112, 114, or 116

ENG 247 Women in Literature I (*HC) 3 cr
A study of works by women writers through the 19th century. Students discuss literature in various genres within the historical and social context of the times, in relation to early literary movements and from the perspective of a unique female literary tradition. (Offered: Periodically)
Prereq: ENG 112, 114, or 116

ENG 248 Women in Literature II (*HC) 3 cr
A study of poetry, short fiction, novels, and drama that presents the richness of diversity in the work of women writers from the 20th century to the present. Students focus on the voice of the writer and her use of literary technique as she explores important themes in women's lives. (Offered: Periodically)
Prereq: ENG 112, 114, or 116

ENG 253 Valley/American Literature (HC) 3 cr
A critical study of American literature from the Punta period to the present with focus on the significant achievements of Valley writers. This course explores the impact of the geographical, social, and cultural environment of the Pioneer Valley on their works. Students study Jonathan Edwards, Emily Dickinson, Mark Twain, Robert Frost, Archibald MacLeish, and other writers. (Offered: Periodically)
Prereq: ENG 112, 114, or 116

ENG 261 The Short Story (HC) 3 cr
A survey of the short story as a literary genre from its beginnings in the early 19th century to the present time with emphasis on interpretation and analysis; characters in conflict, point of view, and symbolism. (Offered: Periodically)
Prereq: ENG 112, 114, or 116

ENGLISH FOR SPEAKERS OF OTHER LANGUAGE

ESL 102 Writing-Advanced Beginners Level (X) 3 cr
Focuses on basic writing skills needed for successful participation in American communities, including sentence structure, paragraph structure, mechanics, and introduction to academic writing. Individualized programs are provided as needed. Writing and computer laboratories are required. (Offered: Every Spring)
Prereq: Placement by examination

ESL 103 Written English-Intermediate Level (X) 3 cr
Develops students’ writing skills for academic and professional use, such as patterns of organizing paragraphs and compositions, basic business letters, exercises in sentence structure and other composition skills. Writing and computer laboratories are required. (Offered: Every Fall, Every Spring)
Prereq: ESL 102 or placement by examination

ESL 104 Written English-Advanced Level (X) 3 cr
Emphasizes advanced writing skills in preparation for beginning-level college courses, such as research paper, reading and writing responses, essays, compositions, and grammar of advanced sentence structure. Writing and computer laboratories are required. (Offered: Every Fall, Every Spring)
Prereq: ESL 103 or placement by examination

ESL 106 English Grammar-Advanced Beginners (X) 3 cr
Focuses on the systematic study of basic English grammar patterns through reading, writing, listening, and discussion. Individualized programs are provided as needed. Laboratory is required. (Offered: Periodically)
Prereq: Placement by examination

ESL 107 American English Grammar in Use (X) 3 cr
Continued study of English verb tenses and parts of speech. The course includes practice of other complex patterns needed for college coursework in English as well as a review of articles and advanced sentence structure. Students will learn accurate and appropriate use of grammar patterns in writing. Laboratory is required. (Offered: Every Fall, Every Spring)
Prereq: ESL 106 or placement by examination

ESL 108 American English Grammar in Context (X) 3 cr
A critical study of American literature from the Puritan period to the present with focus on the significant achievements of Valley writers. This course explores the impact of the geographical, social, and cultural environment of the Pioneer Valley on their works. Students study Jonathan Edwards, Emily Dickinson, Mark Twain, Robert Frost, Archibald MacLeish, and other writers. (Offered: Periodically)
Prereq: ENG 112, 114, or 116

ESL 109 Intermediate Grammar Review (X) 2 cr
An intensive grammar workshop for students who have completed ESL 107 or other intermediate ESL grammar courses. Students practice and master what they have learned about basic English verb tenses, question patterns, and subject-verb agreement. Students review grammar through reading, listening, speaking, pronunciation, reading, writing, group work, and discussion. (Offered: Periodically)
Prereq: ESL 107 or permission of instructor

ESL 110 ESL Computer Training (X) 1 cr
Introduces English terms for basic keyboarding operations. Students develop techniques and concepts for word-processing using both Macintosh and IBM done computers. ESL students begin to use electronic mail and learn how to find information on the Internet. (Offered: Periodically)
Prereq: Concurrent enrollment in ESL 103 or permission of instructor

ESL 112 Spoken English-Advanced Beginners (X) 3 cr
Emphasizes development of basic vocabulary, pronunciation, listening and speaking skills needed to communicate in class, in the community, and in social situations. Laboratory is required. (Offered: Periodically)
Prereq: Placement by examination
ESL 113 Spoken English-Intermediate Level (X) 3 cr
Emphasizes development of vocabulary pronunciation, listening and speaking skills through group discussions, role plays, oral presentations, and interactive tasks. Content units reflect student interest in social and global issues and in situations from everyday life. Laboratory is required. (Offered: Periodically)
Prereq: ESL 112 or placement by examination

ESL 114 Spoken English- High Intermediate Level (X) 3 cr
Expands listening and speaking skills for academic activities such as note-taking during class lectures, summarizing and reporting information taken from the media, debating, taking part in discussions, and interviewing. Individual programs in pronunciation and clear speech are provided as needed. Laboratory is required. (Offered: Every Spring)
Prereq: ESL 113 or placement by examination

ESL 117 English Sounds and Spelling (X) 3 cr
Provides practice for non-native speakers in American English pronunciation as it relates to basic patterns of spelling. Techniques from phonetics and phonics help students master “exceptions” or words with irregular spelling and/or pronunciation. Students apply understanding of sounds, rhythm, intonation, spelling of syllables, and spelling rules in creative practice for people with diverse learning styles. (Offered: Every Fall)
Prereq: ESL 112 or permission of instructor

ESL 118 Advanced ESOL Grammar (X) 3 cr
Advanced topics in English grammar for bilingual students. Topics include verb tenses for narration, adjectives and prepositional phrases for description; active and passive voice; agreement and sentence combining; sentence transitions; time expressions; articles; and vocabulary. Students contrast U.S. styles of writing and class participation with writing and class participation styles in other countries. (Offered: Every Fall, Every Spring)
Prereq: ESL 112 or permission of instructor

ESL 122 Reading and Vocabulary-Advanced Beginners (X) 3 cr
Introduces strategies for improving reading comprehension, using the dictionary and expanding vocabulary. Students present oral and written book reports and focus on active reading of fiction and non-fiction on a variety of topics. Laboratory is required. (Offered: Periodically)
Prereq: Placement by examination

ESL 123 Reading and Vocabulary-Intermediate Level (X) 3 cr
Focuses on reading comprehension, vocabulary development, book reports, note-taking and test-taking strategies for intermediate-level ESL students. Students read fiction, non-fiction, newspapers, and a wide range of subjects to provide a foundation for success in college and the workplace. Laboratory is required. (Offered: Every Fall, Every Spring)
Prereq: ESL 122 or placement by examination

ESL 124 Reading and Vocabulary-High Intermediate (X) 3 cr
An intensive study of reading processes, college-level material including literature, and many kinds of college tests. Students learn techniques for independent vocabulary acquisition and effective writing about reading material in book reports and other writing assignments. Laboratory is required. (Offered: Every Fall, Every Spring)
Prereq: ESL 123 or placement by examination

ENVIRONMENTAL STUDIES

EVS 101 Environmental Studies: Issues in Sustainability (BC) 3 cr
An introduction to basic concepts and principles in ecology including ecosystems, population, food production, energy, pollution, technology, and resource depletion. The course focuses on people’s impact on the natural environment emphasizing current problems and alternative solutions to them. (Offered: Every Fall, Every Spring)
NOTE: Credit can be granted for HEC 121 or EVS 101, but not for both.
Prereq: COL 090 and ENG 090 or satisfactory placement test scores.

EVS 121 Gender and the Environment (BC) 3 cr
Examination of historical and present day roles of women and men in relation to their environment. The course surveys how gender roles have affected survival in hunter gatherer and agrarian societies, earth-centered practices in religion and medicine, and the growth and influence of industrialism and nationalism. The course focuses on understanding gender-linked relationships between population, poverty, and environmental degradation and the importance of new cooperative models for converting to an ecologically sustainable society utilizing case studies and role models. (Offered: Every Spring)
NOTE: Credit can be granted for HEC 121 or EVS 121, but not for both.
Prereq: COL 090 and ENG 090 or satisfactory placement test scores.
Credit Courses

EVS 150  The 24-Hour Outdoor
Personal Growth Experience
(X) 1 cr
A 24-hour back-country experience focusing on the
expansion of the individual’s awareness and sensitivity to
his or her relationship with the environment through
interpretation and participation in its cyclical rhythms.
The course also includes one or two in-class sessions.
(Offered: Every Spring)

EVS 151  Youth, Culture and Rites of
Passage in Contemporary
America (X) 1 cr
Investigates vision quest and rites of passage, ancient and
temporary ceremonies, and rituals that are found in
most cultural traditions to assist individuals to pass
symbolically and literally from youth to adulthood. This
experiential course offers instruction in phases of
personal transition, and connections to the natural
environment to promote clarity and connections with
the environment. Opportunities include in-the-field
teachings and one night and two days of residency at a
solo site in a backcountry area, and personal reflection
through inner guidance. (Offered: Every Spring)

EVS 152  Sustainable Agriculture: Organic
Gardening (X) 1 cr
Provides instruction in a natural gardening program and
practical “hands-on” introduction to the basic philosophy,
content, and methods of organic gardening and
permaculture design. Using a model garden site,
participants plan and design a garden, prepare the soil,
plant the seeds, and prepare for harvesting and storage.
Topics include compost, soil improvement, seed
selection, crop rotation, and pest management. The
course includes in-the-field instruction.
(Offered: Every Spring)

EVS 153  Ancient Wilderness Living Skills
(X) 1 cr
An introduction to the principles and practices of
ancient wilderness living skills that enable people to live
closer to the earth and to realize a deeper
understanding of their heritage as human beings. The
course introduces students to the following skills: carving
and using a bow and drill fire making set; building and
sleeping in a shelter made from natural materials; and
instruction in crafts like natural baskets, wooden utensils,
and natural rope. The course includes backcountry
foraging for wild edible foods and materials for crafts as
well as an overnight residency experience.
(Offered: Every Spring)

EVS 154  Exploring Ecological
Consciousness (X) 1 cr
Explores experiential education practices that shift
students’ perception towards an awareness of being part
of the natural world, directly related to other life forms
and ecologies. Students increase their knowledge of
nature awareness exercises for diverse age ranges and
backgrounds. The course includes experiential exercises,
visualization and personal sharing in the natural
environment. (Offered: Every Fall)

EVS 155  Introduction to Sustainable
Energy: Solar Living (X) 1 cr
An introduction to the basic principles and practical
applications of sustainable energy systems for small-scale
use in the home, office, and work space. The course
introduces the basics of renewable energy and
sustainable living technologies. The seminar introduces
the operation and maintenance of rechargeable solar
equipment, independent living techniques and wind,
biomass, hydrogen, and conservation strategies for
heating and cooling. (Offered: Every Fall)

FIRE SCIENCE
TECHNOLOGY
FST 101  Introduction to Fire Protection
(X) 3 cr
An introduction to fire protection and careers in the fire
service. Students survey the history, scope, and
resources of the fire service, including reviewing fire
department structure and administration. The course
provides students with an overview of the chemistry
and physics of fire, of the training and support of fire
service personnel, and of fire protection systems and
equipment. Students gain an understanding of different
career directions in the fire service and of the various
local, state, and federal agencies that support and
oversee fire service professionals. (Offered: Periodically)
Prereq: COL 090 and ENG 090, or satisfactory placement
test scores

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Credit Courses

FST 105 Organizational Management (X) 3 cr
An exploration of organizational principles with emphasis on fire department organization. Students study the history, types, methods and principles of fire department organization, both formal and informal, line and staff. The course places emphasis on supervisory responsibilities and functions. (Offered: Periodically)
Prereq: Placement beyond or satisfactory completion of COL 090 and ENG 090

FST 109 Hazardous Materials I (X) 3 cr
Includes a review of basic chemistry, storage and handling of hazardous materials, laws, standards and fire fighting practices within extreme fire hazard areas. Demonstrations illustrate and supplement the class work. (Offered: Periodically)
Prereq: FST 101 or CHE 105 or CHE 111 or permission of instructor or program coordinator

FST 110 Hazardous Materials II (X) 3 cr
A continuation of Hazardous Materials I. This course provides guidance on how to inspect property for possible accidents involving hazardous materials and how to plan for the prevention of such accidents. Students study storage and transportation of hazardous materials as well as related protective systems and inspection procedures. (Offered: Periodically)
Prereq: FST 109

FST 111 Building Construction (X) 3 cr
An exploration of building construction and design with an emphasis on fire protection concerns. The course reviews statutory and suggested local, state, and national guidelines. (Offered: Periodically)
Prereq: Placement beyond or satisfactory completion of COL 090 and ENG 090

FST 113 Fire Hydraulics (X) 3 cr
A study in incompressible fluids including fluid properties, principles of fluid status, fluid flow system principles, pipe friction and heat loss, flow measurements, pumps, and other hydraulic devices and machinery. Students study the applications of fire protection systems such as sprinklers, standpipes, hoses, nozzles, pumps, and water supply systems. Demonstrations illustrate and supplement the principles developed in the class. (Offered: Periodically)
Prereq: FST 101

FST 125 Fire Prevention, Codes and Ordinances (X) 4 cr
An overview of the organization and function of fire prevention within the fire service. In addition, students study existing fire and building codes and ordinances and their role in providing for the public safety. Students examine the code development and adoption process, code administration, and major code producing organizations. Students become familiar with national standards, especially those contained within the National Fire Protection Association’s Life Safety Code, its referenced standards, and the Building Officials & Code Administrators Building Code. Students also study Massachusetts General Law, Chapter 148, and Code of Massachusetts Regulation 527, and local ordinances. (Offered: Periodically)
Prereq: Placement beyond or satisfactory completion of COL 090, ENG 090, and MAT 103 (095)

FST 129 Emergency Incident Management (X) 3 cr
The study of command and control activities at emergencies together with techniques of fire suppression. Topics include pre-incident planning, command organization, incident sizeup, and strategic and tactical planning. This course stresses the integration of local, regional, and national emergency management systems. (Offered: Periodically)
Prereq: FST 101 or permission of instructor or program coordinator

FST 201 Fire Protection Systems and Equipment I (X) 3 cr
Reviews automatic and manual detection and extinguishing systems, including sprinkler and standpipe systems, inert gases, foam and dry chemical, temperature and smoke responsive devices, and alarm and signaling systems. Demonstrations illustrate and supplement the class work. (Offered: Periodically)
Prereq: Placement beyond or satisfactory completion of COL 090 and ENG 090

FST 202 Fire Protection Systems and Equipment II (X) 3 cr
A continuation of Fire Protection Systems and Equipment I for people interested in advanced fire control systems. The course places particular emphasis on sprinkler systems, and covers Halogen agents. (Offered: Periodically)
Prereq: FST 201

FST 203 Fire Fighting Tactics (X) 3 cr
An introduction to overall firefighting strategy considerations. Students learn to formulate tactical objectives and methods based upon contemporary knowledge of building construction, modern technology such as automatic nozzles and thermal imaging, and current firefighting techniques. Students learn to assess and develop tactics to manage target hazards and special situations such as hazardous materials and incidences of terrorism. Students learn procedures from pre-fire planning activities through post-incident critique. (Offered: Periodically)
Prereq: FST 101 and FST 111 or permission of the instructor or program coordinator. Recommend: FST 201 or some experience with protection systems.

FST 205 Fire Causes, Detection, and Investigation (X) 3 cr
Explores the history, development and philosophy of fire investigation and detection. This course includes inspection techniques, gathering evidence and development of technical reports, fundamentals of arson investigation, processing of criminal evidence and criminal procedures related to various state and local statutes. (Offered: Periodically)
Prereq: FST 101 or permission of instructor or program coordinator

FST 206 Legal Aspects of Fire Protection (X) 3 cr
Legal rights and responsibilities of fire fighters and departments in performing their duties. This course also examines the range of fire laws affecting property owners and others. Students cover recent developments in government regulations and liability concerns. (Offered: Periodically)
Prereq: FST 101 or permission of instructor or program coordinator
Credit Courses

FOLKLORE

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<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Description</th>
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<tbody>
<tr>
<td>FLK 217</td>
<td>American Folklife (HC) 3 cr</td>
<td>An introduction to the materials and methods of American folklife. The course emphasizes the acquisition of language functions, vocabulary, structures, and culture through contextualized presentations, interactive activities, and extensive laboratory practice. (Offered: Every Spring)</td>
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<tr>
<td>FLK 218</td>
<td>Storytelling (HC) 3 cr</td>
<td>Folktale from American, European, and other ethnic folklife traditions are examined from a contemporary perspective. Students learn to tell the folktale within the context of their own cultural experiences. (Offered: Periodically)</td>
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<tr>
<td>FLK 219</td>
<td>Valley Folklife (HC) 3 cr</td>
<td>An introduction to the materials and methods of American folklife studies with emphasis on specific areas of Valley folklife as evidenced in music, story, art, architecture, dance, customs and festivals, as well as in other manifestations. (Offered: Periodically)</td>
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FRENCH

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<tr>
<td>FRE 101</td>
<td>Elementary French I (HC) 4 cr</td>
<td>Fundamentals of French. The course emphasizes the acquisition of language functions, vocabulary, structures, and culture through contextualized presentations, interactive activities, and extensive laboratory practice. (Offered: Every Spring)</td>
</tr>
<tr>
<td>FRE 102</td>
<td>Elementary French II (HC) 4 cr</td>
<td>Continued development of advanced writing and speaking skills. The course covers the study of Francophone literature, available cultural readings and periodicals through class discussion and oral and written assignments. The class is conducted in French. (Offered: Every Fall)</td>
</tr>
<tr>
<td>FRE 111</td>
<td>French Skills Practice I (X) 2 cr</td>
<td>An intensive immersion workshop conducted in French for students who have completed at least FRE 101 or who are returning to the study of French. The course emphasizes the acquisition of language functions, vocabulary, structures, and culture through contextualized presentations, interactive activities, and extensive laboratory practice. (Offered: Every Winter)</td>
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<tr>
<td>FRE 201</td>
<td>Intermediate French I (HC) 4 cr</td>
<td>The intermediate study of French. The course emphasizes continued acquisition of language functions, vocabulary, idioms, structures, and culture through contextualized presentations, interactive activities, video, and selected readings. The class is conducted in French. (Offered: Every Spring)</td>
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FRE 202 Intermediate French II (HC) 4 cr

The intermediate study of French. The course emphasizes continued acquisition of language functions, vocabulary, idioms, structures, and culture through contextualized presentations, interactive activities, video, and selected readings. The class is conducted in French. (Offered: Every Fall) Prereq: FRE 201 or equivalent.

FRE 252 French Composition and Conversation II (HC) 4 cr

Continued development of advanced writing and speaking skills. The course covers the study of Francophone literature, available cultural readings and periodicals through class discussion and oral and written assignments. The class is conducted in French. Prereq: FRE 251 or equivalent, or permission of instructor.

FRE 255 French Film and Language I (HC) 3 cr

The intermediate study of French through Francophone films. The course emphasizes the acquisition of language functions, vocabulary, idioms, and cultures through the study of Francophone films. Students study representative French language films, selected from films by Renoir, Godard, Poulbot, Ocelot, Chabrol and Jugnot. These are the subject of class discussions, dramatizations and oral and written assignments. Students practice listening comprehension, study idiomatic speech, analyze cultural content and examine historical contexts. The instructor and the students conduct the class in French. (Offered: Every Fall)

NOTE: This course and FRE 257 are not sequential; they may be taken in either order. Prereq: FRE 202 or equivalent.

FRE 257 French Film and Language II (HC) 3 cr

The intermediate study of French through Francophone films. The course emphasizes the acquisition of language functions, vocabulary, idioms, and cultures through the study of Francophone films. Students study representative French language films, selected from films by Cocteau, Truffaut, Berri, Leconte, Denis and Jeunot. These are the subject of class discussions, dramatizations and oral and written assignments. Students practice listening comprehension, study idiomatic speech, analyze cultural content and examine historical contexts. The instructor and the students conduct the class in French. (Offered: Every Fall)

NOTE: This course and FRE 255 are not sequential; they may be taken in either order. Prereq: FRE 202 or equivalent.

GEOGRAPHY

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<th>Code</th>
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<tr>
<td>GGY 101</td>
<td>Introduction to Geography (HC) 3 cr</td>
<td>Explores major geographic concepts, contemporary world regions and the development of the science of geography. Subjects of discussion range from basic map and globe concepts to population dynamics and economic development. Student use case studies from around the world to increase their awareness of geography. (Offered: Periodically)</td>
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</table>

Prereq: Placement beyond or satisfactory completion of COL 090 and ENG 090.
GEOLOGY

GEO 101 Physical Geology (NC) 4 cr
Nature and origin of the landscape features of the earth’s surface; common rocks and minerals; agents of erosion; role of earthquakes, volcanoes, and the mountain building process. Particular attention to regional geology. Lab and field trips are required. (Offered: Every Fall)
NOTE: Credit can be granted for GEO 101 or GEO 103, but not for both.
PreReq: Placement beyond or satisfactory completion of COL 090 and ENG 090

GEO 102 Historical Geology (NC) 4 cr
An introduction to the origin and development of the earth; emphasis on the Eastern United States. Topics include geologic time, myths and science of creation, meaning and interpretation of rocks and fossils. Lab and field trips are required. (Offered: Every Spring)
NOTE: Credit can be granted for GEO 102 or GEO 103, but not for both.
PreReq: Placement beyond or satisfactory completion of COL 090 and ENG 090

GEO 103 Valley Geology (NC) 4 cr
An introduction to the unique geology and geohistory of our region. Topics include rocks, minerals, rivers, glaciers, dinosaurs, continental drift, resources, and geologic hazards. Lab required. (Offered: Periodically)
NOTE: If credit is granted for GEO 103, it cannot also be granted for either GEO 101 or GEO 102.
PreReq: Placement beyond or satisfactory completion of COL 090 and ENG 090

GEO 104 Introduction to Oceanography (NC) 4 cr
The nature of the ocean realm—its physical, chemical, biologic, and geologic characteristics and importance. Topics to be covered: ocean basin, physical and chemical nature of sea water, origin and movement of water masses, importance of the oceans to life on earth. Lab and field trips are required. (Offered: Every Fall, Every Spring)
NOTE: Credit can be granted for GEO 104 or GEO 105 but not for both.
PreReq: Placement beyond or satisfactory completion of COL 090 and ENG 090

GEO 105 Survey of Oceanography (NC) 3 cr
Introduction to ocean science. Deals with how the oceans affect the earth. Topics include ocean life and ecosystem, origin of sea water and ocean basins, coastal zones, mineral and fishery resources. Field trips. No lab. (Offered: Periodically)
NOTE: Credit can be granted for GEO 104 or GEO 105 but not for both.
PreReq: Placement beyond or satisfactory completion of COL 090 and ENG 090

HEALING ARTS

HAO 101 Healing Arts (X) 12 cr
Awards 12 credits to graduates of the Stillpoint Center School of Massage, Inc. who enroll in the Liberal Arts/General program or the Liberal Arts/Healing Arts Option program and earn 15 GCC liberal arts credits. The course of study at Stillpoint includes bodywork sciences of anatomy and physiology, myology, kinesiology, pathology, and hydrotherapy; massage theory and technique of Swedish massage, body awareness, body mechanics, and therapeutic techniques; and professional development and clinical applications. (Offered: Every Fall, Every Spring)
PreReq: Graduate of Stillpoint Center School of Massage, Inc.

HEALTH FITNESS AND WELLNESS

HFW 100 Survey of Movement Science (A) 1 cr
Provides the student with an introductory study and critical analysis of the movement science profession. (Offered: Periodically)
PreReq: Placement beyond or satisfactory completion of COL 090 and ENG 090

HFW 101 Introduction to Exercise Science (A) 3 cr
Provides the student with the opportunity to examine the cardiorespiratory, musculoskeletal, and nervous systems of the body and the impact of exercise on their functioning. Topics may include the effect of changing one’s own personal exercise habits, risk factors for cardiovascular disease, longevity, and quality of life. Students participate in fitness assessments for body composition, muscular strength and endurance, flexibility and cardiovascular endurance. (Offered: Every Spring)
PreReq: Placement beyond or satisfactory completion of COL 090 and ENG 090

HFW 103 Principles of Health and Well-Being (A) 3 cr
Provides the student with awareness and knowledge of wellness issues. This course is geared toward the development and implementation of lifestyle behaviors to encourage more positive lifestyles and overall well-being. Topics may include lifestyle choices, stress management, nutrition, weight control, physical activity, cardiovascular health, smoking, substance misuse, and sexually transmitted diseases. (Offered: Every Fall)
PreReq: Placement beyond or satisfactory completion of COL 090 and ENG 090

HFW 104 Foundations of Movement Science I (A) 3 cr
Provides the student with the opportunity to examine the historical and philosophical foundations of human movement and sport. (Offered: Periodically)
PreReq: Placement beyond or satisfactory completion of COL 090 and ENG 090

HFW 105 Foundations of Movement Science II (A) 3 cr
Provides the student with the opportunity to examine the sociological and psychological foundations of human movement and sport. (Offered: Periodically)
PreReq: Placement beyond or satisfactory completion of COL 090 and ENG 090
Credit Courses

HISTORY

HIS 101 Western Civilization to 1500 A.D. (HC) 3 cr
The major ideas, institutions, and developments of Western Civilization from ancient times to the Renaissance. Themes include the nature of humankind; relationship of the individual to society and the universe; the role of religion; the individual in history; the tradition to modern modes of life and thought. (Offered Every Fall)
Prereq: Placement beyond or satisfactory completion of COL 090 and ENG 090

HIS 102 Western Civilization Since 1500 A.D. (HC) 3 cr
Analysis of ideas, attitudes, and developments of Western Civilization from the dawn of the modern age to the present. Topics include the scientific and industrial revolutions; the rise and triumph of nation states; the French and Russian revolutions; European imperialism in Asia and Africa; socialism, communism, and fascism; dictatorships and World War II; challenge of the non-Western world. (Offered Every Spring)
Prereq: Placement beyond or satisfactory completion of COL 090 and ENG 090

HIS 105 History of the American People to 1865 (HC) 3 cr
Economic, social, and cultural development of the American people prior to the Civil War. Utopianism; the Revolutionary Era; the development of national consciousness; consensus and conflicts; constitutionalism; the roots of American foreign policy; race relations; slavery and war. (Offered Every Fall, Spring & Summer)
Prereq: None
NOTE: Credit can be granted for HIS 106 or HIS 110 but not for both.
Prereq: Placement beyond or satisfactory completion of COL 090 and ENG 090

HIS 106 History of the American People Since 1865 (HC) 3 cr
Reconstruction; industrialism and triumphant capitalism; the capitalist model of society; business and the protestant ethic; labor; populism, and dissent; imperial expansion and the progressive politics; crisis in the American Dream; The Great Depression and the New Deal; minorities and change; the roots of contemporary American foreign policy to Vietnam. (Offered Every Fall, Spring & Summer)
Prereq: None
NOTE: Credit can be granted for HIS 105 or HIS 106 but not for both.
Prereq: Placement beyond or satisfactory completion of COL 090 and ENG 090

HIS 107 History of African-American Peoples (HC) 3 cr
A survey of the African-American experience in the United States, including African heritage, enslavement and slavery, resistance, the Civil War and Reconstruction and their combined legacies of racism and oppression, and the continuing struggles of African-Americans for full and equal rights. (Offered Every Spring)
Prereq: Placement beyond or satisfactory completion of COL 090 and ENG 090

HIS 108 Women in American History (HC) 3 cr
A survey of women's roles in American history emphasizing the social history of unknown as well as famous women of diverse ethnic and class backgrounds who helped shape life and culture in America from the Colonial period through the Revolutionary era, the Frontier movement, 19th Century political activism and urbanization, and the 20th century through reform movements and the global community. (Offered Every Fall, Every Spring)
Prereq: Placement beyond or satisfactory completion of COL 090 and ENG 090

HIS 109 Introduction to Modern Africa (*HC) 3 cr
A survey of geography, climate, and the diverse ethnic and cultural groups of the continent. After a brief outline of pre-European civilizations, concentration is on Africa's history from the period of European colonization to the present. Current political, social, and economic conditions are highlighted. (Offered Every Fall)
Prereq: Placement beyond or satisfactory completion of COL 090 and ENG 090

HIS 111 History of the American People Prior to the Civil War (HC) 3 cr
A survey of the American people prior to the Civil War. Utopianism; the Revolutionary Era; the development of national consciousness; consensus and conflicts; constitutionalism; the roots of American foreign policy; race relations; slavery and war. (Offered Every Fall, Spring & Summer)
Prereq: None
NOTE: Credit can be granted for HIS 105 or HIS 107 but not for both.
Prereq: Placement beyond or satisfactory completion of COL 090 and ENG 090

HIS 112 Assertiveness Training (X) 1 cr
Skills training in behavior which allows individuals to express their own opinions, feelings, needs, and preferences, without unnecessary anxiety and in a way that is not threatening to others. (Offered Periodically)
Prereq: None

HIS 113 Job Search Training (X) 1 cr
An introduction to the techniques used in effective job search. Specific attention is paid to helping each student to match his/her skills, needs, and values to specific types of jobs. Content emphasizes informational interviewing, resume development, formal job interviewing, and job contract negotiations. (Offered Periodically)
Prereq: None

HIS 114 Career Decision-Making and Planning (X) 3 cr
An individualized introduction to the career/life planning process. The course covers seven major steps in decision-making: commitment to planning, self-assessment, generating options, information seeking, choosing, planning, and taking action. The student develops specific career plans. (Offered Every Fall)
Prereq: Placement beyond or satisfactory completion of COL 090 and ENG 090.

HIS 115 Study Skills (D) 1 cr
Teaches academic success skills, including techniques for effective reading and remembering, increasing class involvement, preparing for tests, taking lecture notes, and managing time. (Offered Periodically)
Prereq: None

HIS 117 Study Skills (D) 1 cr
Prereq: None

HIS 118 Study Skills (D) 1 cr
Teaches academic success skills, including techniques for effective reading and remembering, increasing class involvement, preparing for tests, taking lecture notes, and managing time. (Offered Periodically)
Prereq: None
Credit Courses

HUD 114 College Success (X) 3 cr
Designed to assist incoming students make a successful transition from high school, home, or the workplace to college. Adapts a seminar approach requiring students to use a textbook, listen to lectures, participate in discussions, and complete a variety of written and oral assignments. Adjustment and transition issues-academic, career, and interpersonal—are addressed with a structured content-based curriculum flexible enough to promote the exploration and resolution of individual concerns. (Offered: Every Fall, Every Spring)
Prereq: None

HUD 117 Managing Stress (X) 2 cr
Designed to transmit basic information about how stress works to help students isolate their own stress responses, and to help them find appropriate stress reduction techniques within a lab setting. (Offered: Every Fall, Every Spring)
Prereq: None

HUD 120 Issues in Wellness, Fitness, and Health (X) 1 cr
A series of seminars, lectures, and workshops designed to provide current information related to health and lifestyle concerns. Topics/Content selected from such areas as fitness, nutrition, wellness, tobacco issues, substance abuse, attitudes, and preventive modalities. (Offered: Periodically)
Prereq: None

HUD 121 Applied Leadership Training (X) 1 cr
Fundamental leadership skills, problem-solving, decision-making techniques, and group process; college governance structure, principles of the planning process and budget preparation. (Offered: Periodically)
Prereq: None

HUD 122 Practicum in Governance (X) 1 cr
An opportunity for students to participate in group problem solving and decision making within the context of Greenfield Community College’s governance structure. This practicum introduces the student to several skills including organizing and conducting a meeting, communicating within a group, understanding the roles of group members, handling conflict, and presenting group decisions to outside constituents.
Prereq: None

HUD 123 Issues in Contemporary Society: Substance Abuse (X) 1 cr
Issues such as substance abuse, racism, sexual harassment, wellness, diversity, family abuse offered to students wishing to explore them via discussions, presentations, lectures, and workshops. Focus issues will be delineated as part of the course title. (Offered: Periodically)
Note: Each semester this course will be offered with a different focus which will be reflected as part of the title.
Prereq: None

HUD 125 Issues in Contemporary Society: Substance Abuse (X) 1 cr
Issues such as substance abuse, racism, sexual harassment, wellness, diversity, family abuse offered to students wishing to explore them via discussions, presentations, lectures, and workshops. Focus issues will be delineated as part of the course title. (Offered: Periodically)
Note: Each semester this course will be offered with a different focus which will be reflected as part of the title.
Prereq: None

HUD 126 Survey of Health Careers (X) 2 cr
An introduction to the responsibilities, settings and qualifications of various health careers. This course examines the role of different health professionals as members of the healthcare team. Using self-evaluation and decision-making exercises, students begin to better match their interest with appropriate careers in healthcare. (Offered: Every Fall, Spring & Summer)
Prereq: None

HUD 127 Survey of Health Careers (X) 2 cr
An introduction to the responsibilities, settings and qualifications of various health careers. This course examines the role of different health professionals as members of the healthcare team. Using self-evaluation and decision-making exercises, students begin to better match their interest with appropriate careers in healthcare. (Offered: Every Fall, Spring & Summer)
Prereq: None

HUD 128 Mentoring (X) 1 cr
Designed to train students to be mentors learning how to help new students by providing guidance, counsel, and practical advice in negotiating the college experience. (Offered: Periodically)
Prereq: At least second semester student

HUMAN SERVICES

HSV 101 Introduction to Human Services (BL) 3 cr
A study of the human service field from historical, ecological, economic, political, and social perspectives. This course familiarizes students with the basic skills, strategies, and functions common to the field through readings, discussions, guest lectures, research, field trips, and service learning projects. (Offered: Every Fall, Every Spring)
Prereq: Placement beyond or satisfactory completion of COL 090 and ENG 090

HSV 105 The Helping Relationship (BL) 3 cr
Introduces students to the roles and responsibilities of a helping relationship and the interpersonal skills needed to be an effective human services worker. The course includes development of self-awareness, the professional helper role, ethical considerations, and diversity issues in the helping profession. (Offered: Every Fall)
Prereq: ENG 101, 103, or 105 (or concurrent enrollment); and PSH 101 (or concurrent enrollment) and HSV 101 (or concurrent enrollment)

HSV 121 Aging: An Interdisciplinary Approach (BL) 3 cr
An introduction to the study of aging in contemporary society from an interdisciplinary perspective. Topics include cultural, physiological, economic, psychological, sociological and public policy aspects of aging. Students survey career opportunities in human service settings. (Offered: Periodically)
Prereq: Placement beyond or satisfactory completion of COL 090 and ENG 090

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Credit Courses

HSV 141 Chemical Dependency: Understanding Drug Use (BL) 3 cr
An examination of the nature of substance abuse and chemical dependency in society today. Topics studied include: commonly abused substances and their effects, physical symptoms and behavioral signs of substance abuse, stages of dependency, factors which influence chemical dependency, and personal and social influences. (Offered: Periodically)
Prereq: PSY 101 or concurrent enrollment

HSV 205 Case Management Practices (BL) 3 cr
A survey of case management practices and contemporary human service interventions used in the field of human services. This course teaches case management skills, introduces students to the use and effectiveness of intervention and includes, but is not limited to, crisis intervention, group work, cognitive behavioral treatment, legal interventions, advocacy and alternative treatments. (Offered: Every Fall)
Prereq: ENG 101, 103, or 105 or concurrent enrollment; PSY 101 or concurrent enrollment; HSV 101 or concurrent enrollment

HSV 215 Counseling Skills (BL) 3 cr
Students move from theoretical understanding of the helping relationship to practical application as they practice interviewing, counseling, and referral processes. Specialized counseling skills such as crisis intervention introduced. Extensive demonstration and role play utilizing audio and video tapes. Students witness clinical supervision as they practice peer supervision. (Offered: Every Spring)
Prereq: HSV 115

HSV 271 Practicum in Human Services (BL) 4 cr
Provides students with field work in competency training and skill building through directed, closely-supervised involvement in a human service agency. Students practice their acquired skills through professionally supervised individual and/or group focused involvement. In addition to the fieldwork, students meet each week for two hours to discuss practicum experiences. (Offered: Every Spring)
Prereq: HSV 215 (or concurrent enrollment)

HUMANITIES

HUM 108 Introduction to Topics in Humanities (HL) 3 cr
A one-semester course concentrating on a specified topic or period in the humanities (art, dance, geography, history, language, literature, music, philosophy, and theater). Students learn about the disciplines of the humanities that influence and are influenced by culture and how the interplay of passion and creativity combine to give meaning and identity to perspectives of society. Topics or major themes are announced each semester. (Offered: Periodically)
Prereq: Placement beyond or concurrent enrollment in COL 090 and ENG 090

HUM 110 Media Literacy: The World of Advertising (HL) 1 cr (BL) 3 cr
An examination and discussion of print, audio, and electronic advertising in our society. This course develops critical thinking and critical writing skills through the analysis of various forms of advertising media. The topics for discussion may include gender, ethnicity, race, class, and politics. (Offered: Every Fall, Every Spring)
Prereq: None

HUM 113 Introduction to the Pioneer Valley (HL) 3 cr
Overview of the geography, geology, history, and culture of the Pioneer Valley, with instruction in methods of research, including oral history and work in libraries, newspaper files, and museums. Field trips in the local area. (Offered: Periodically)
Prereq: Placement beyond or satisfactory completion of COL 090 and ENG 090

HUM 119 Women in the Pioneer Valley (HL) 3 cr
Through historical and literary readings and original research, students explore the experience of women of the Pioneer Valley: Letters, diaries, journals, oral histories, fictional works, and other similar sources examined. (Offered: Every Fall)
Prereq: Placement beyond or satisfactory completion of COL 090 and ENG 090

HUM 150 The Lively Arts (HL) 3 cr
Provides experience in the performing and visual arts through attendance at Fine Arts Center Performing Arts Series concerts of music and dance at the University of Massachusetts and guided visits to university gallery exhibitions of sculpture, photography, and drawings. Guest faculty present weekly lectures about the structure and history of music, dance, and visual arts. Discussion sections help students understand and apply information from weekly assignments, lectures, exhibitions, and concerts. Free tickets provided. (Offered: Every Fall, Every Spring)
Prereq: Placement beyond or satisfactory completion of COL 090 and ENG 090

HUM 153 Media and Popular Culture (HC) 3 cr
Discussion and critique of photographs, film, and video from the Depression to the present. Analyses of the influences of mass-media images on popular culture. Focus is on developing visual literacy and critical thinking. (Offered: Every Summer)
Prereq: ENG 101, 103, or 105

HUM 155 Representing Families through Media (HL) 3 cr
Explores the representational process in diverse genres as it has depicted family life. Students working in various media, including video, photography, dance, and writing, consider varied historical efforts by artists of different traditions seeking to bring together image and text, motion, and sound. (Offered: Periodically)
Prereq: ENG 101, 103, or 105; Recommend: Students should have previous experience with media, fine or performing arts, or writing
**Credit Courses**

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credit Hours</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>HUM 201</td>
<td>Humanities in the Western World I (HC)</td>
<td>3 cr</td>
<td>Illustrates the relationships among the literature, music, visual arts, history, and ideas of the Western World, with emphasis on the texts of certain literary classics. Concentrates on the Classical World, the Middle Ages, and the early Renaissance. (Offered Periodically) Prereq: English Composition II (or concurrently), or permission of instructor.</td>
</tr>
<tr>
<td>HUM 202</td>
<td>Humanities in the Western World II (HC)</td>
<td>3 cr</td>
<td>Continuation of HUM 201. Concentrates on the late Renaissance, Baroque, Romantic, and Modern periods. (Offered: Periodically) Prereq: English Composition II (or concurrently), or permission of instructor.</td>
</tr>
<tr>
<td>LATIN</td>
<td>LAT 101 Elementary Latin I (HC)</td>
<td>4 cr</td>
<td>Fundamentals of the Latin language. Students learn Latin vocabulary, syntax, and grammar and then translate Latin into polished English and vice-versa. Students use Latin orally and listen to and write Latin as a part of the language learning process. (Offered: Every Fall) Prereq: None.</td>
</tr>
<tr>
<td></td>
<td>LAT 102 Elementary Latin II (HC)</td>
<td>4 cr</td>
<td>Fundamentals of the Latin language. Students continue to learn Latin vocabulary, syntax, and grammar and then translate Latin into polished English and vice-versa. Students use Latin orally and listen to and write Latin as a part of the language learning process. (Offered: Every Spring) Prereq: LAT 101 or equivalent.</td>
</tr>
<tr>
<td>LEISURE</td>
<td>LED 157 Aerobics (X)</td>
<td>1 cr</td>
<td>Physical fitness exercises and techniques aimed at the development of the cardiovascular system. Exercises combined to promote flexibility, strength, and cardiorespiratory endurance through systematic approaches. Individual cardiovascular evaluation required and individual programs planned. (Offered: Every Fall, Every Spring) Prereq: None.</td>
</tr>
<tr>
<td></td>
<td>LED 158 Advanced Aerobics (X)</td>
<td>1 cr</td>
<td>Advanced physical fitness exercises and techniques aimed at the development of the cardiovascular system. Introduction of more advanced exercises that promote flexibility, strength, and cardiorespiratory endurance through systematic approaches. (Offered: Every Fall, Every Spring) Prereq: LED 157 or permission of instructor and a cardiorespiratory evaluation.</td>
</tr>
<tr>
<td></td>
<td>LED 161 Golf (X)</td>
<td>1 cr</td>
<td>Designed for beginners interested in the basic skills of recreational golf. Students advance at their own pace. Topics include golf rules and etiquette. Students participate in field trips. (Offered: Every Spring) Prereq: None.</td>
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<tr>
<td></td>
<td>LED 162 Introductory Tae Kwon Do I (Karate) (X)</td>
<td>1 cr</td>
<td>A basic introduction to the Korean martial art of Tae Kwon Do-Moo Duk Kwan as it has evolved from its origins in Tae Kyun in approximately 57 BC. Emphasis is on familiarization with some Korean language, stretching exercises, calisthenics, punching, blocking, and kicking techniques, practical self-defense, hyung patterns of movement and exposure to some of the philosophical underpinnings of Tae Kwon Do. (Offered: Every Fall, Every Spring) Prereq: None.</td>
</tr>
<tr>
<td></td>
<td>LED 163 Introductory Tae Kwon Do II (Karate) (X)</td>
<td>1 cr</td>
<td>Intermediate level skills and techniques of the Korean martial art of Tae Kwon Do-Moo Duk Kwan as it has evolved from its origins in Tae Kyun in approximately 57 BC. The emphasis is on familiarization with some Korean language, stretching exercises, calisthenics, punching, blocking, and kicking techniques, practical self-defense, hyung patterns of movement and exposure to some of the philosophical underpinnings of Tae Kwon Do. (Offered: Every Fall, Every Spring) Prereq: LED 162 or permission of instructor.</td>
</tr>
<tr>
<td></td>
<td>LED 165 Gentle Yoga (X)</td>
<td>1 cr</td>
<td>Introduces students to gentle yoga practice with an emphasis on stress reduction and body awareness. Each session includes gentle movement warm-up and a series of gentle yoga postures, breath awareness, guided relaxation and meditation. Students gain sufficient practical knowledge to sustain independent yoga practice. (Offered: Every Fall, Every Spring) Prereq: None.</td>
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<tr>
<td></td>
<td>LED 166 Yoga (X)</td>
<td>1 cr</td>
<td>An introduction to Hatha Yoga practice. Students learn classical yoga postures such as standing poses, backbends, forward bends, hip openers, balances, inversions and restorative poses. Students study alignment principles of Yoga and incorporate basic philosophy, meditation and deep relaxation into each class for a well-rounded, active and enjoyable practice. The course follows a sequential flow building knowledge and skills from week to week. Students gain sufficient practical knowledge to sustain independent yoga practice. (Offered: Every Fall, Every Spring) Prereq: None.</td>
</tr>
</tbody>
</table>
Credit Courses

LED 172  Self-Defense for Women (X) 2 cr
Introduces physical and psychological skills necessary for self-defense. Involves learning the use of various parts of the body as weapons. Examines techniques of awareness necessary for prevention. Through meditation, discussion, and writing exercises, students learn to realize and overcome women's psychological blocks to their own defense. (Offered: Every Fall, Every Spring)
Prereq: For women only

LED 191  Recreational Dance (X) 1 cr
Designed to provide the opportunity to increase basic dance skills. Introduction to basic rhythms, folk, square, and social dances. Field trips are required. (Offered: Periodically)
Prereq: None

MASSAGE THERAPY
The MTC program offers 3 options for program completion: full-time day, part-time day, and evening. Refer to the MTC program for required course sequence.

MTC 101  Structure and Process of the Therapeutic Healing Relationship (X) 2 cr
Addresses the fundamental components of the therapeutic massage relationship. The course introduces the ethical guidelines of the massage profession that create a standard of practice to support a professional skill base for clinical course work and on-going professional development. Topics include dual relationships, boundaries, medical/legal issues, diversity/bias issues, and power differential. (Offered: Every Fall)
Prereq: COL 090 and ENG 090 or satisfactory placement test scores.

MTC 102  Myology for Massage and Bodywork (X) 2 cr
Examines the musculoskeletal anatomy of the human body. Students identify details of skeletal structures and the origins, insertions, and actions of the superficial and intermediate layers of muscles. Lectures and experiential exercises in palpation and clay modeling of muscles using the Zahoureek Maniken System help students to establish a foundation for skilled and anatomically accurate touch. (Offered: Every Fall)
Prereq: COL 090 and ENG 090 or satisfactory placement test scores.

MTC 103  Massage Therapy Theory and Technique I (X) 7 cr
Swedish massage for both table work and chair massages; indications and contraindications of treatment; professional hygiene, standard precautions, self-care protocols, conscious touch and centering skills. The course includes beginning evaluation skills for assessing soft tissue; reviews musculoskeletal systems; emphasizes application of bio-mechanical skills; applies documentation skills in weekly lab practice sessions; and supports practical application of feedback and professional interactive client skills taught in MTC 101. (Offered: Every Fall)
Prereq: COL 090 and ENG 090 or satisfactory placement test scores. MTC participants only.

MTC 107  Massage Therapy Theory and Technique II (X) 1 cr
Integrates supervised table practice of palpation skills with body mechanics to form the foundation for mastery of massage techniques. Students learn fundamentals of neuromuscular organization, technical skills for palpation, tissue listening, bone tracing, and joint mobilization. Students implement safe, effective body mechanics for injury prevention/self care in massage practice and develop sensory/kinesesthetic awareness and skills; efficient movement patterns as lifelong tools for change. (Offered: Every Fall)
Prereq: COL 090 and ENG 090 or satisfactory placement test scores.

MTC 108  Massage Therapy Clinic (X) 5 cr
Prepares students to apply critical reasoning and assessment of client health history and treatment goals in order to provide massage therapy sessions for the public. Teacher directed supervision and evaluation provides feedback and analysis with students as they work. Students gain proficiency in integrating theoretical, technical, and the professional skill and behavior components of practitioner training. Students review and refine interview/intake skills, develop experience of clinic management, and apply new therapy tools of hydrotherapy and other modalities during clinic time. (Offered: Every January)
Prereq: COL 090 and ENG 090 or satisfactory placement test scores. MTC participants only.

MTC 109  Massage Therapy Theory and Technique III (X) 7 cr
Broadens and deepens the student's theoretical knowledge, assessment, and technical massage skills beyond circulatory/wellness massage. Students identify soft tissue dysfunctions created by muscular and connective tissue, skeletal and joint compensation patterns, and learn to treat these conditions with advanced massage techniques in connective tissue, joint receptor, neuromuscular, passive movement mobilization. Students implement safe, effective body mechanics for palpation, tissue listening, bone tracing, and joint mobility. Students gain proficiency in integrating theoretical, technical, and the professional skill and behavior components of practitioner training. Students review and refine interview/intake skills, develop experience of clinic management, and apply new therapy tools of hydrotherapy and other modalities during clinic time. (Offered: Every January)
Prereq: COL 090 and ENG 090 or satisfactory placement test scores. MTC participants only.

MTC 110  Massage Therapy Theory and Technique I (X) 2 cr
Integrates supervised table practice of palpation skills with body mechanics to form the foundation for mastery of massage techniques. Students learn fundamentals of neuromuscular organization, technical skills for palpation, tissue listening, bone tracing, and joint mobilization. Students implement safe, effective body mechanics for injury prevention/self care in massage practice and develop sensory/kinesesthetic awareness and skills; efficient movement patterns as lifelong tools for change. (Offered: Every Fall)
Prereq: COL 090 and ENG 090 or satisfactory placement test scores.

MTC 111  Documentation for Massage & Bodywork Practice (X) 1 cr
Provides students with the writing skills necessary for accurate and professional recordkeeping of therapeutic sessions. The course covers interview and intake procedures, use of health history forms, and standard medical documentation. (Offered: Every Fall)
Prereq: COL 090 and ENG 090 or satisfactory placement test scores. MTC participants only.

MTC 112  Massage Therapy Clinic (X) 5 cr
Prepares students to apply critical reasoning and assessment of client health history and treatment goals in order to provide massage therapy sessions for the public. Teacher directed supervision and evaluation provides feedback and analysis with students as they work. Students gain proficiency in integrating theoretical, technical, and the professional skill and behavior components of practitioner training. Students review and refine interview/intake skills, develop experience of clinic management, and apply new therapy tools of hydrotherapy and other modalities during clinic time. (Offered: Every January)
Prereq: COL 090 and ENG 090 or satisfactory placement test scores. MTC participants only.

MTC 113  Massage Therapy Theory and Technique III (X) 7 cr
Broadens and deepens the student's theoretical knowledge, assessment, and technical massage skills beyond circulatory/wellness massage. Students identify soft tissue dysfunctions created by muscular and connective tissue, skeletal and joint compensation patterns, and learn to treat these conditions with advanced massage techniques in connective tissue, joint receptor, neuromuscular, passive movement manipulations, and muscle energy techniques. This course includes advanced palpation skills to assess tissue which assist students to apply critical thinking and treatment planning for sessions in order to increase a client's functional outcomes. Students integrate these adaptive techniques into a creative massage using therapeutic principals and clinical reasoning. (Offered: Every January)
Prereq: COL 090 and ENG 090 or satisfactory placement test scores. MTC participants only.
MTC 114 Interpersonal Dynamics of the Therapeutic Massage Relationship (X) 2 cr
Focuses on developing the practitioner skills needed to transition from a theoretical understanding of the therapeutic massage relationship to practical applications in massage practice. Students use client case scenarios from current clinic and practice clients to reflect on the components of the therapeutic relationship. This course develops skills for students to work with survivors of sexual abuse and trauma and to address client needs during cathartic release. Students learn how to apply the ethics of touch for clients in non-ordinary states and when working within sexually provocative situations. Students examine how supervision, consultation, self-assessment, focus groups and team work improve professional development and can serve as tools for self-care and for ethical delivery of service to clients. (Offered: Every Spring)
Prereq: COL 090 and ENG 090 or satisfactory placement test scores.

MTC 115 The Business and Marketing of Massage & Bodywork (X) 2 cr
Examines the various business models of massage therapy practice including independent contractor, private practice, and employee and the skills and attitudes needed to successfully support each model. Students clarify professional goals for income and marketing and develop individual plans. (Offered: Every Spring)
Prereq: COL 090 and ENG 090 or satisfactory placement test scores.

MTC 116 Clinical Assessment Practicum Seminar (X) 2 cr
Uses seminar discussion, supervision groups, and outside lab work to incorporate all aspects of learning and applying the science and art of massage therapy. Students integrate scientific understanding of skeletal and soft tissue function and dysfunction with appropriate applications of technical and evaluative skills. The course presents typical clinical syndromes to develop the student’s use of critical thinking and analysis. Students develop treatment planning based on clinical outcomes. (Offered: Every Spring)
Prereq: COL 090 and ENG 090 or satisfactory placement test scores. MTC participants only.

MTC 120 Kinesiology: Theory and Principles of Movement (X) 2 cr
Explores the science of movement as it relates to the practice of massage and bodywork. Participants learn the theory and fundamental principles of kinesiology: arthrology (study of joint structure and function); muscle structure and function; review of location, identification and palpation of muscles; roles of muscles; types of joints and their motion; force and action; muscle testing; postural analysis; exercise function and gait cycle. Classes employ current level of massage education in critical thinking of assessment of injury and treatment. Students focus on using kinesiology principles for self care and body mechanics. (Offered: Every Spring)
Prereq: COL 090 and ENG 090 or satisfactory placement test scores.

MTC 121 Kinesiology: Theory and Practice (X) 2 cr
Focuses on developing the practical skills needed to transition from theoretical training in kinesiology to the practical application of these skills in massage and bodywork practice. The course introduces the student to kinesiology and the foundations of massage and bodywork practice. Students use client case scenarios from current clinic and practice clients to reflect on the components of the therapeutic relationship. This course develops skills for students to work with survivors of sexual abuse and trauma and to address client needs during cathartic release. Students learn how to apply the ethics of touch for clients in non-ordinary states and when working within sexually provocative situations. Students examine how supervision, consultation, self-assessment, focus groups and team work improve professional development and can serve as tools for self-care and for ethical delivery of service to clients. (Offered: Every Spring)
Prereq: COL 090 and ENG 090 or satisfactory placement test scores.

MATHEMATICS

MAT 090 Basic Mathematics Skills (D) 3 cr
Useful as a foundation for math and math related courses, for developing quantitative job skills, or as a refresher. Students use a variety of materials and problem-solving techniques to deepen their understanding of basic arithmetic operations, fractions, decimals, percents, and measurement. They analyze problems and arrive at solutions using the techniques of mathematical reasoning. The course emphasizes mathematical discovery and addresses issues of math anxiety, test-taking difficulties, and study skills for math. (Offered: Every Fall, Spring & Summer)
NOTE: This course may not be used to fulfill associate degree credit requirements; final grade of “D” will not be awarded in this course.
Prereq: None

MAT 094 Preparatory Course for Algebra (D) 3 cr
A preparatory course for Introductory Algebra (MAT 105) for students with a working knowledge of arithmetic who have never had algebra before or who would benefit from a slower introduction to algebra. Students study many of the topics covered in Introductory Algebra but at a significantly more elementary level and at a slower pace. These topics include the concept of a variable, negative numbers, numeric and algebraic expressions, linear equations in one variable, positive exponents and square roots, and an introduction to graphing of equations in two variables. Students work with applications to help them understand and connect algebraic concepts to real world situations. (Offered: Every Fall, Every Spring)
NOTE: This course may not be used to fulfill associate degree credit requirements. Final grade of “D” will not be awarded in this course.
Prereq: MAT 090 or a score of 67 or higher on the Arithmetic placement test; COL 090 or satisfactory placement test score or concurrent enrollment. Recomm: If you’ve never been successful in or it has been decades since you studied introductory algebra or if you received a C or C- in MAT 090, then consider taking MAT 094 before taking MAT 105.

Credit Courses
MAT 105 Introductory Algebra (X) 3 cr
An introductory algebra course which assumes a working knowledge of basic arithmetic. Students study topics that include the concept of a variable, negative numbers, properties of real numbers, numeric and algebraic expressions, polynomials, linear equations and inequalities in one variable, integer exponents and coordinate geometry. The course introduces graphing of two variable equations. Students work with applications to help them understand and connect algebraic concepts to real world situations.
(Offered: Every Fall, Spring & Summer)
NOTE: The course grants elective credits, which may not satisfy requirements for college level mathematics at any institution. A final grade of "D" will not be awarded in this course.
Prereq: MAT 090 or a score of 67 or higher on the Arithmetic placement test; COL 090 or satisfactory placement test score or concurrent enrollment. Recomm. if you've never been successful in or it has been decades since you studied introductory algebra or if you received a C or C- in MAT 090, then consider taking MAT 094 before taking MAT 105.

MAT 106 Intermediate Algebra (NL) 4 cr
Develops algebra skills and a conceptual understanding of topics; and focuses on the relationship between algebraic, graphical and numerical approaches to solving problems. Students study topics that include linear equations and systems of equations, methods for solving problems, radicals and radical equations, quadratic equations and the quadratic formula, rational exponents and rational expressions. The course places emphasis on graphing in the Cartesian coordinate system with particular stress on graphing linear equations and systems of equations. Students work at times with calculators and/or computers.
(Offered: Every Fall, Spring & Summer)
NOTE: The course grants elective credits, which may not transfer to another institution. This course does not satisfy requirement for college level mathematics at any institution. A final grade of "D" will not be awarded in this course.
Prereq: MAT 105 (095) or a score of 67 or higher on the Arithmetic placement test and a score of 61 or higher on the Algebra placement test; COL 090 or satisfactory placement test score; ENG 090, or satisfactory placement test score, or concurrent enrollment.

MAT 107 College Algebra (NC) 4 cr
The study of functions. This course is a gateway to the study of higher level mathematics and a useful preparation for courses with quantitative content. Students investigate the principles, properties, and applications of several common types of functions from numerical, algebraic, and graphical perspectives and use these functions to model real world problems. Principle types include polynomial, rational, composite and inverse functions. The course also introduces exponential and logarithmic functions and briefly examines absolute value, root, step, and piecewise functions. Students use graphing calculators extensively.
(Offered: Every Fall, Spring & Summer)
Prereq: MAT 106 (096); or a score of 67 or higher on the Arithmetic placement test and a score of 91 or higher on the Algebra placement test; COL 090 and ENG 090, or satisfactory placement test scores.

MAT 108 Precalculus (NC) 4 cr
A preparation for MAT 201 and the physical sciences. Students study principles, properties, and applications of functions and their graphs. They revisit functions introduced in MAT 107 and expand their knowledge of them. The course focuses heavily on circular trigonometric functions and introduces conic sections. Laboratory activities place particular emphasis on the use of functions to model real problems. Computers and/or graphing calculators are used to enhance the study of mathematics.
(Offered: Every Fall & Summer)
Prereq: A grade of C- or better in MAT 107 or a score of 71 or higher on the College Level Math placement test; COL 090 and ENG 090, or satisfactory placement test scores.

MAT 114 Introduction to Statistics (NC) 4 cr
An introduction to statistics that teaches broadly relevant concepts. Topics include but are not limited to graphical and numerical methods for summarizing data; linear regression and correlation; normal probability distributions; confidence intervals; statistical inference and hypothesis testing. Laboratory activities emphasize the analysis of real world data. Students use computer software to enhance the study of mathematics.
(Offered: Every Fall, Every Spring)
Prereq: MAT 106 (096) or a score of 67 or higher on the Arithmetic placement test and a score of 91 or higher on the Algebra placement test; COL 090 and ENG 090, or satisfactory placement test scores.

MAT 116 Mathematics for Early Childhood and Elementary Educators (NC) 4 cr
Provides prospective early childhood and elementary teachers with a mathematical foundation designed to support their future work teaching mathematics. Students build on their mathematical understanding, enhance their comprehension of the mathematical problem-solving process, develop their confidence in exploring mathematical concepts and communicate that understanding to others. Students do college level mathematics in the context of the following topics with particular emphasis on the first two: Number Sense and Operations; Geometry and Measurement; Patterns, Relations and Algebra; and Data Analysis, Statistics, and Probability. Students become conversant with the National Council of Teachers of Mathematics Principles and Standards for School Mathematics and with the Massachusetts Department of Education Mathematics Curriculum Frameworks, especially as those documents pertain to the level at which the student intends to teach. (Offered: Every Fall, Every Spring)
Prereq: MAT 015 (015) or a score of 67 or higher on the Algebraic placement test and a score of 72 or higher on the Algebra placement test; COL 090 and ENG 090, or satisfactory placement test scores.
MAT 117 Mathematical Problem Solving (NC) 3 cr
Provides students in the liberal arts with a foundation to mathematical reasoning and quantitative skills in decision making processes. Students focus on ideas rather than techniques as they implement problem solving strategies. The course introduces students to topics that might include, but are not limited to mathematical modeling, graph theory, the mathematics of social choice, growth and symmetry, descriptive statistics, and probability. (Offered: Every Fall, Spring & Summer)
Prereq: MAT 105 (095) or a score of 67 or higher on the Arithmetic placement test and a score of 72 or higher on the Algebra placement test; COL 090 and ENG 090, or satisfactory placement test scores.

MAT 151 Applied Calculus I (NC) 4 cr
Provides a practical approach to the basic tools and methods of calculus. Topics include a review of polynomial, rational, exponential, and logarithmic functions and their graphs, limits, the derivative and the integral. Students work with models and applications from many fields. Students utilize computer software and/or graphing calculators to enhance their understanding of mathematical concepts. (Offered: Every Fall)
Prereq: A grade of C- or better in MAT 107 or a score of 71 or higher on the College Level Math placement test; COL 090 and ENG 090, or satisfactory placement test scores.

MAT 201 Calculus with Analytic Geometry I (NC) 4 cr
Theoretical and applied calculus for students interested in mathematics, engineering, and the physical sciences. The course assumes an understanding of polynomial, rational, exponential, and trigonometric functions. Students probe the concepts of limits, continuity, differentiation, and integration using numerical, graphical, and symbolic approaches. The course includes a thorough study of the derivative, differentiation techniques, and applications of the derivative, as well as the concepts of antiderivatives, the definite integral, and the Fundamental Theorems of Calculus. Students use computer software and/or graphing calculators in and out of class to apply and enhance their understanding of calculus concepts. (Offered: Every Fall)
Prereq: A grade of C- or better in MAT 107 or a score of 103 or higher on the College Level Math and approval from Math Dept. required; COL 090 and ENG 090, or satisfactory placement test scores.

MAT 202 Calculus with Analytic Geometry II (NC) 4 cr
A second semester theoretical and applied calculus course for students interested in mathematics, engineering, and the physical sciences. Students should have a conceptual understanding of differentiation and integration and a working knowledge of derivatives of a wide range of functions (including trigonometric and exponential). Students examine antiderivatives and definite integrals numerically, graphically, and algebraically and work with a wide range of applications. They study and model real-world situations with differential equations and use infinite series for approximation of functions. Students use computer software and graphing calculators in and out of class to apply and enhance the understanding of calculus concepts. (Offered: Every Spring)
Prereq: A grade of C- or better in MAT 201; COL 090 and ENG 090, or satisfactory placement test scores.

MAT 203 Multivariate Calculus (NC) 4 cr
Theoretical and applied multivariate calculus for students interested in mathematics, engineering, and the physical sciences. The course assumes an understanding of single variable calculus. Topics include vectors, the dot and cross products, multiple representations of functions of several variables, the gradient and directional derivatives, first and second order partial derivatives with applications including Lagrange multipliers, iterated integrals, parameterization, vector fields, line integrals, and Green’s Theorem. Students use computer software and/or graphing calculators in and out of class to apply and enhance their understanding of calculus concepts. (Offered: Every Fall)
Prereq: A grade of C- or better in MAT 202; COL 090 and ENG 090, or satisfactory placement test scores.

MAT 204 Elementary Differential Equations (NC) 4 cr
An introduction to ordinary differential equations with a dual focus on finding analytic solutions and on solving and understanding differential equations using numeric and qualitative approaches. Topics include separation of variables, methods of undetermined coefficients, integrating factor method, Euler’s method, phase planes, first order linear systems, second order differential equations, an introduction to nonlinear systems, and LaPlace transforms. Throughout the course, students use and formulate differential equations that model real-world situations. Students use computer software and/or graphing calculators in and out of class to apply and enhance their understanding of differential equations and their solutions. (Offered: Periodically)
Prereq: A grade of C- or better in MAT 202; COL 090 and ENG 090, or satisfactory placement test scores.

MAT 205 Elementary Linear Algebra (NC) 4 cr
The study of matrices and vector spaces. Topics include the algebra of matrices, systems of linear equations, determinants, subspaces, linear independence, bases, linear transformations and their matrix representations, eigenvalues, eigenvectors, orthogonality, and applications to linear systems. Students gain significant computational experience with the use of computer software and/or graphing calculators with linear algebra capabilities. (Offered: Periodically)
Prereq: A grade of C- or better in MAT 202; COL 090 and ENG 090, or satisfactory placement test scores.

MUSIC
MUS 101 An Introduction to Music (HC) 3 cr
A survey of musical styles from the Baroque era into the 20th century. Musical forms, elements of music, the orchestra, and great composers are discussed in conjunction with critical listening of recorded examples and live performances. (Offered: Periodically)
Prereq: Placement beyond or satisfactory completion of COL 090 and ENG 090
Credit Courses

MUS 102 Jazz Eras and Styles (HC) 3 cr
A survey of the evolution of jazz both from an historical and stylistic perspective. The styles illustrated include the origins of jazz from slave songs, marching band, and ragtime through New Orleans, Swing, and Modern Jazz, including the Avant-garde and Rock eras. The teaching methods focus on developing a discerning ear to better understand the different jazz eras and the unique characteristics of each style. (Offered: Periodically)
Prereq: Placement beyond or satisfactory completion of COL 090 and ENG 090

MUS 103 Music Theory Fundamentals (HC) 3 cr
Introductory music theory for students with little or no musical background. The course covers reading and writing notation, scales, metric composition, and other elementary theoretical concepts. (Offered: Every Fall, Every Spring)
Prereq: Placement beyond or satisfactory completion of COL 090 and ENG 090

MUS 104 Jazz and Pop Chorus (HL) 2 cr
A performing vocal ensemble focusing on jazz and popular music choral repertoire. Students rehearse selections from various periods and styles with piano or band accompaniment. The group performs at least two public concerts each semester. The course is open to all students and previous choral experience is not required. (Offered: Every Fall, Every Spring)
NOTE: Students may repeat this course three times for a maximum of 8 credits.
Prereq: None

MUS 107 Music Theory I (HC) 3 cr
Basic chordal structures, voice leading, inversions, figured bass, harmonic progressions, and non-harmonic tones. Harmonic analysis of great composers’ works. Keyboard harmony and ear training. (Offered: Every Spring)
Prereq: MUS 103 or permission of instructor

MUS 108 Music Theory II (HC) 3 cr
Dominant sevenths and extended chords in root position and inversions. Modulation to closely related keys. Harmonic analysis of great composers’ works. Keyboard harmony and ear training. (Offered: Every Fall)
Prereq: MUS 107 or permission of instructor

MUS 111 Chorus (HL) 2 cr
An exploration of vocal technique and choral repertoire. Students prepare selections from the various style periods for public performance. The course is open to all students. (Offered: Every Fall, Every Spring)
NOTE: Students may repeat this course three times for a maximum of 8 credits.
Prereq: None

MUS 122 Jazz Theory: Tools for Improvisation (HC) 3 cr
An overview of the practical fundamentals of jazz theory for the beginning improviser. Students investigate chords, scales, and song forms common to the jazz idiom. Students listen and analyze recorded examples of jazz masters such as Miles Davis, John Coltrane, and others in order to enhance the student theory work and improvisation. (Offered: Periodically)
Prereq: Completion of MUS 103 or permission of instructor. Recommended concurrent enrollment with MUS 125 Jazz Ensemble

MUS 125 Jazz Ensemble (HL) 2 cr
Allows students to rehearse and perform in a variety of jazz styles including “Blues,” “Swing,” “Bebop,” and “Latin.” The course stresses improvisational skills as well as ensemble expertise. Two informal presentations and a final “Gala” concert conclude the course. (Offered: Every Fall, Every Spring)
Prereq: Permission of instructor

MUS 127 20th Century American Popular Music (HC) 3 cr
A cultural overview of popular music in 20th century American society with emphasis on roots, folk, pop, and world fusion styles. The course examines how music technology, commercialism, and cultural diversity have influenced the development of musical styles and practices unique to American life. (Offered: Periodically)
Prereq: Placement beyond or satisfactory completion of COL 090 and ENG 090

MUS 128 World Music Ensemble (HL) 2 cr
A performing ensemble devoted to non-Western musical traditions and practices. The course emphasizes different traditions and instrumentation according to faculty interests and student enrollment each semester. Areas of concentration may include African, South American, Asian, Caribbean, Latin American, and North American influenced combinations of traditional and popular styles. Players of all instruments are welcome to join. Frequently the class requires no previous musical experience, such as when African hand-drumming is the emphasis. The ensemble performs publicly twice each semester. (Offered: Every Fall, Every Spring)
Prereq: Permission of instructor or program coordinator

MUS 129 Chamber Ensemble (HL) 2 cr
An instrumental music ensemble performing western European classical repertory for small groups. The class features works from various periods, composed or adapted for trios, quartets, and other small groups of varied instrumentation. No prior ensemble experience is required. The ensemble performs publicly twice each semester. (Offered: Every Fall, Every Spring)
Prereq: Permission of instructor or Program Coordinator

MUS 137 World Music and Cultures (HC) 3 cr
A survey of music and culture including Native North America, Latin America, Black America, West and South Africa, the Mideast, India, Japan, and Eastern Europe. The course emphasizes strategies for understanding and listening to all kinds of music. Students do local cultural fieldwork projects and have the opportunity to produce field recordings as part of their final research project. (Offered: Periodically)
Prereq: Placement beyond or satisfactory completion of COL 090 and ENG 090

MUS 138 Creative Musicianship (HL) 1 cr
An examination of a broad range of topics related to serious music study. The instructor leads cooperative class investigation into areas such as creative expression through free improvisation, preparing for auditions and performances, breaking creative blocks, responding to
MUS 149 Wind Ensemble (HL) 2 cr
An instrumental wind ensemble performing a variety of styles encompassing classical, swing, Broadway show tunes, and jazz. The course emphasizes technique of phrasing, breathing, together, intonation, and style development in group playing. The director arranges ensemble music for trios, quartets, quintets or larger groups. The ensemble performs publicly twice each semester. No previous ensemble experience is necessary. (Offered: Every Fall, Every Spring)
NOTE: Students may repeat this course three times for a maximum of 8 credits.
Prereq: Basic instrumental proficiency; ability to read music and play chord changes

MUS 150 African Percussion Ensemble (HL) 2 cr
A course in African and African diaspora drumming and percussion genres from around the world. Students learn traditional rhythms and improvisational techniques on various instruments including ashiiko drums, conga drums, West African balaphon, bells, rattles, and shakers. Classes focus on rehearsing techniques, group interaction, and traditional repertoire from various world music cultures. The ensemble performs in concert at least twice at the end of each semester. The variety of instruments and instrumental roles allows both experienced and beginner students to join at any time. (Offered: Every Fall, Every Spring)
NOTE: Students may repeat this course three times for a maximum of 8 credits.
Prereq: None

MUS 148 Aural Skills II (HL) 1 cr
A continuation of MUS 147, Aural Skills I. (Offered: Every Fall)
Prereq: MUS 147 or permission of instructor; concurrent enrollment in MUS 107

MUS 147 Aural Skills I (HL) 1 cr
A practice lab in which students develop music listening and reading skills. This course emphasizes practical applications including ear training, sight singing, transcription, dictation, and conducting. (Offered: Every Spring)
Prereq: MUS 103 or permission of instructor; concurrent enrollment in MUS 108

MUS 149 Wind Ensemble (HL) 2 cr
An instrumental wind ensemble performing a variety of styles encompassing classical, swing, Broadway show tunes, and jazz. The course emphasizes technique of phrasing, breathing, together, intonation, and style development in group playing. The director arranges ensemble music for trios, quartets, quintets or larger groups. The ensemble performs publicly twice each semester. No previous ensemble experience is necessary. (Offered: Every Fall, Every Spring)
NOTE: Students may repeat this course three times for a maximum of 8 credits.
Prereq: Basic instrumental proficiency; ability to read music

MUS 150 African Percussion Ensemble (HL) 2 cr
A course in African and African diaspora drumming and percussion genres from around the world. Students learn traditional rhythms and improvisational techniques on various instruments including ashiiko drums, conga drums, West African balaphon, bells, rattles, and shakers. Classes focus on rehearsing techniques, group interaction, and traditional repertoire from various world music cultures. The ensemble performs in concert at least twice at the end of each semester. The variety of instruments and instrumental roles allows both experienced and beginner students to join at any time. (Offered: Every Fall, Every Spring)
NOTE: Students may repeat this course three times for a maximum of 8 credits.
Prereq: None

MUS 139 Contemporary Music Ensemble
An ensemble that performs modern musical styles of rock, pop, folk-rock, and rhythm and blues. In addition, the ensemble creates original works and explores post-1945 avant-garde musical styles that have influenced popular music since the 1960s. Students should expect to practice and develop skills for reading music and playing by ear. The ensemble performs publicly twice each semester. (Offered: Every Fall, Every Spring)
NOTE: Students may repeat this course three times for a maximum of 8 credits.

MUS 147 Aural Skills II (HL) 1 cr
A continuation of MUS 148, Aural Skills II. (Offered: Every Fall, Every Spring)
Prereq: MUS 103 or permission of instructor; basic instrumental proficiency; the ability to read and play chord changes

MUS 148 Aural Skills I (HL) 1 cr
A practice lab in which students develop music listening and reading skills. This course emphasizes practical applications including ear training, sight singing, transcription, dictation, and conducting. (Offered: Every Spring)
Prereq: MUS 103 or permission of instructor; concurrent enrollment in MUS 107

MUS 220 Songwriting (HC) 3 cr
A practical exploration of techniques for writing songs in various classic genres including the music of George Gershwin, Chuck Berry, the Beatles, Bob Dylan, Joni Mitchell, Ani DiFranco, and others. The course ties together aspects of music theory, music history, improvisation, collaboration, composition, and performance. The course also covers songwriting industry topics such as recording production and copyright law. (Offered: Periodically)
Prereq: MUS 103 or permission of instructor or Program Coordinator; basic proficiency in choral accompaniment on guitar or piano

MUS 221 Audio Recording and Production I (HL) 3 cr
Introduces students to basic practices in computer-based audio recording, editing, and mixing. The course teaches students how to use Pro Tools software and hardware interfaces to make multi-track recordings. The course also introduces students to the role of the music producer. (Offered: Every Fall, Every Spring)
Prereq: MUS 103 or permission of instructor

MUS 247 Aural Skills III (HL) 1 cr
A continuation of MUS 148, Aural Skills II. (Offered: Periodically)
Prereq: MUS 148 or permission of instructor; concurrent enrollment in MUS 207

MUS 225 Music Theory III (HC) 3 cr
An in-depth examination of musical structures to further develop skills for written exercises, four-part harmonic analysis, and basic keyboard harmony skills (scales and cadences). The course includes computer lab time using software for music writing. (Offered: Periodically)
Prereq: MUS 107, MUS 108 or permission of instructor

MUS 207 Music Theory III (HC) 3 cr
An in-depth examination of musical structures to further develop skills for written exercises, four-part harmonic analysis, and basic keyboard harmony skills (scales and cadences). The course includes computer lab time using software for music writing. (Offered: Periodically)
Prereq: MUS 107, MUS 108 or permission of instructor

MUS 208 Jazz Improvisation (HL) 3 cr
A beginning level course open to all instrumentalists and vocalists. This course serves as a stepping stone to the GCC Jazz Ensemble or other intermediate jazz groups. The class combines theoretical study and applied practice as means to explore harmony, rhythm, modes, scales, and the subtleties of musical conversation. One or two small jazz combos develop from within the class and provide the context for group practice. (Offered: Every Fall, Every Spring)
Prereq: MUS 103 or permission of instructor; basic music reading skills; basic instrumental proficiency

MUS 219 MIDI Studio Techniques (HL) 3 cr
An introduction to basic features of MIDI keyboards integrated with computer music software. The course emphasizes learning to navigate and work productively with widely used professional level notation, composition, and music education software programs. The college provides all necessary equipment. (Offered: Every Fall, Every Spring)
Prereq: MUS 103 or permission of instructor or Program Coordinator

MUS 221 Audio Recording and Production I (HL) 3 cr
Introduces students to basic practices in computer-based audio recording, editing, and mixing. The course teaches students how to use Pro Tools software and hardware interfaces to make multi-track recordings. The course also introduces students to the role of the music producer. (Offered: Every Fall, Every Spring)
Prereq: MUS 103 or permission of instructor

MUS 247 Aural Skills III (HL) 1 cr
A continuation of MUS 148, Aural Skills II. (Offered: Periodically)
Prereq: MUS 148 or permission of instructor; concurrent enrollment in MUS 207
Credit Courses

APPLIED MUSIC

Individual instruction on a wide variety of western instruments, as well as some non-western instruments. Individual instruction is also available for music technology and computers (i.e., MIDI/computer notation), but not as a primary instrument for music majors. These are college-level, letter-graded courses that require student commitment to study and practice. MUS 130 is a 1-credit course in which students and instructors meet for one half hour per week; MUS 230 is a 2-credit course in which students and instructors meet for one hour per week. The music department assigns instructors to students prior to or during the first week of each semester. Students intending to take lessons should contact the music program coordinator at (413) 775-1228 prior to or not later than the first week of classes each semester. A studio instructor fee is charged for lessons and is non-refundable after the college deadline. Lesson fees are covered by financial aid like any other course fees. Students interested in music and technology may consider attending periodic music keyboard/computer tutoring sessions in the Mac lab. The music department also offers a variety of workshops and master classes on a quarterly basis. Questions regarding music faculty and lessons should be addressed to the GCC Music Department Coordinator at (413) 775-1228. Questions regarding registration, payment or refund of fees, or course withdrawal should be addressed to the Registrar’s Office at Student Services. (413) 775-1801.

MUS 130  Applied Music (HL) 1 cr

Individual music lessons open to all students of any level or interest. Lessons meet for one-half hour per week. Students and instructors arrange regular meeting times on an individual basis. (Offered: Every Fall, Every Spring)

MUS 230  Applied Music (HL) 2 cr

Individual music lessons open to all students of any level or interest. Lessons meet for one hour per week. Students and instructors arrange regular meeting times on an individual basis. Music majors must take MUS 230 on a primary instrument for four semesters. (Offered: Every Fall, Every Spring)

MUS 231  Recital Participation (HL) 0 cr

Fulfills one-fourth of recital attendance and performance requirement for music majors. Students must attend and perform in student recital events scheduled for the end of the semester. With direction from applied music instructors and the Music Program Coordinator, students are expected to prepare and perform one or more musical pieces in solo, duo, or group settings. (Offered: Every Fall, Every Spring)

NURSING

NUR 101  Fundamentals of Nursing (X) 8 cr

Provides a fundamental understanding of nursing. The course introduces the concepts of the curriculum framework; cultural proficiency; professional development, communication, collaboration, clinical reasoning and client-centered care. The nursing process, a scientific method of assessing, planning and evaluating a client’s health status is the foundation of practice. The use of Gordon’s functional health patterns guides the student to fully assess the client in a variety of settings. The course introduces the student to acquisition of interviewing and physical assessment skills to guide students to provide basic nursing care to the geriatric population. Service learning projects integrate concepts and skills in health promotion activities in supervised community settings. (Offered: Every Fall)

Prereq: Nursing Majors Only; ENG 101, 103, or 105 or concurrent enrollment in ENG 101, 103, or 105, BIO 195 and PSY 101 or concurrent enrollment in BIO 194 and PSY 101

NUR 103  Fundamentals of Practical Nursing (X) 11 cr

Provides the basic principles of safe, caring and competent nursing care in classroom, laboratory, and structured health care settings. The course introduces the nursing process as a holistic, problem solving approach to studying physiological and psychosocial adaptations common to many health problems experienced across the lifespan. The course emphasizes nursing concepts such as cultural aspects of nursing care, health promotion, legal and ethical issues, documentation and role of the practical nurse. The course includes nursing skills and interventions including those related to nutrition, pharmacology, safety, infection control, wound care, surgery, mobility, aging, grief and therapeutic communication. (Offered: Every Fall)

Prereq: NRC majors only; BIO 117 or BIO 194 or concurrent enrollment; and PSY 101 or concurrent enrollment

NUR 105  Practical Nursing Practicum (X) 2 cr

Provides direct application of all the basic principles learned in NUR 103, BIO 194 and PSY 101. The course emphasizes the application of nursing concepts, skills, interventions and therapeutic communication principles to the delivery of holistic nursing care in structured health care settings. (Offered: Every January)

Prereq: NUR 103, BIO 117 or BIO 194; PSY 101

NUR 106  Pediatric Nursing (X) 4 cr

Introduces students to the uniqueness of pediatrics within our changing society. The course focuses on the care of the child through integration of theoretical principles and clinical experiences. Pediatric nursing emphasizes the ability to recognize normal growth and development and abnormal deviations within the acute care and community setting. The course introduces each of the curriculum concepts as they relate to the pediatric client and family. The service learning component of the course focuses on health promotion activities as selected. (Offered: Every Spring)

Prereq: NUR 101 or NUR 111; BIO 196 or concurrent enrollment; SOC 101 or concurrent enrollment; PSY 217 or concurrent enrollment. Recomm: Concurrent enrollment in NUR 108
NUR 107 Nursing Care of Clients and Families (X) 14 cr
Focuses on the role of the practical nurse in the delivery of basic therapeutic, restorative and preventive nursing care in structured health care settings. The course emphasizes clients and their families as holistic beings adapting to common, well-defined health problems. The student uses the nursing process as a framework to study physiological and psychosocial health problems as they affect clients of all ages. The course provides instruction on anatomy physiology and pathophysiology; physiologic changes related to all ages; nursing assessment, diagnosis and intervention, diagnostic tests and procedures; common therapeutic measures and patient education. The course includes vocational trends and entry into practice issues. (Offered: Every Spring)
Prereq: NUR 105, PSY 217 or concurrent enrollment.

NUR 108 Obstetric Nursing (X) 4 cr
Focuses on the care of families during the childbearing experience, including pregnancy, labor, birth, and the initial postpartum and neonatal periods. Utilizing the nursing process, students provide care to new mothers and neonates, integrating curriculum concepts. Teaching and learning is emphasized and the course concludes with an overview of women’s health issues. The service learning component focuses on health promotion activities in selected community settings. (Offered: Every Spring)
Prereq: NUR 101 or NUR 111; enrollment in PSY 217 or concurrent enrollment; BIO 196 or concurrent enrollment; SOC 101 or concurrent enrollment. Recomm: Concurrent enrollment in NUR 106.

NUR 109 Advanced Concepts in Practical Nursing (X) 5 cr
Continues to develop the knowledge and skills necessary for utilizing the nursing process through classroom and clinical experience to deliver holistic nursing care to individuals and their families as they adapt to common, well-defined health problems. Course topics include maternal-child and family nursing as well as leadership skills. The course emphasizes integration and application of all previous content in this final course of the curriculum with opportunities to practice supervision and delegation skills in the clinical area. (Offered: Every Spring)
Prereq: NUR 107, PSY 217.

NUR 111 Introduction to Nursing Process (X) 1 cr
Introduces the concept of the curriculum framework: cultural competence, professional development, communication, collaboration, clinical reasoning and client-centered care. The nursing process is introduced as the foundation of professional nursing practice. Provides licensed practical nurses with the opportunity to demonstrate assessment of client’s health status through the use of Gordon’s functional health patterns and physical assessment skills. Attention to the impact and process of the LPN to RN role transition. Service learning is introduced and focuses on a health promotion activity provided in the community. (Offered: Periodically)
Prereq: Advanced placement into the ADN program with a successful score in the Excelsior Fundamentals and Maternal-Child Nursing exams; ENG 101, 103, or 105; BIO 196; PSY 217; SOC 101.

NUR 202 Medical-Surgical Nursing II (X) 9 cr
Provides a correlation between nursing theory and clinical practice by applying the concepts set forth in our curriculum framework. Guides student practice delivering complete individual care for 1-2 clients, utilizing the nursing process to form the basis for integration of evidence-based practice into the provision of care of the acutely ill, hospitalized client. The service learning component focuses on health promotion activities in selected community settings. (Offered: Every Fall)
Prereq: Both NUR 106 and NUR 108; or NUR 111; BIO 205 or concurrent enrollment in BIO 205. Recomm: Concurrent enrollment in NUR 203.

NUR 201 Medical-Surgical Nursing I (X) 8 cr
Provides a correlation between nursing theory and clinical practice by applying the concepts set forth in our curriculum framework. Guides student practice delivering complete individual care for 1-2 clients, utilizing the nursing process to form the basis for integration of evidence-based practice into the provision of care of the acutely ill, hospitalized client. The service learning component focuses on health promotion activities in selected community settings. (Offered: Every Fall)
Prereq: Both NUR 106 and NUR 108; or NUR 111; BIO 205 or concurrent enrollment in BIO 205. Recomm: Concurrent enrollment in NUR 203.

Credit Courses
Credit Courses

NUR 203 Mental Health Nursing (X) 4 cr
Provides a correlation between nursing theory and clinical practice by applying the concepts set forth in the curriculum framework. Focuses on mental health nursing principles in the formulation of a therapeutic approach to client care. Using the nursing process, the nurse facilitates and establishes a plan of care based on an understanding of the individual, group and society. (Offered: Every Fall)
Prereq: Both NUR 106 and NUR 108, or NUR 112, BIO 205 or concurrent enrollment in BIO 205. Recomms: Concurrent enrollment in NUR 201
NUR 204 Trends and Issues in Nursing (X) 3 cr
Focuses on the political, social, economic, and legal issues that influence the nursing profession and the delivery of health services throughout the community. The course introduces the history of nursing, professional organizations, educational and employment opportunities in nursing and provides a context for professional practice. Students participate in credentialing activities related to licensure and continuing education. (Offered: Every Spring)
Prereq: NUR 203. Recomms: Concurrent enrollment in NUR 202

OUTDOOR LEADERSHIP

OLP 101 Introduction to Outdoor Adventure Skills I (X) 4 cr
Develops technical skills in four adventure program areas: backcountry travel, paddling, rock climbing, and challenge course programming. The infield sessions include participation, conceptualization, and application of the skills content. Students receive individualized feedback on skill development. Students participate in local and extended field trips. (Offered: Every Fall)
Prereq: OLP participants only, placement beyond or satisfactory completion of COL 090 and ENG 090, Wilderness First Responder certification
OLP 102 Group Management for Outdoor Leaders I (X) 2 cr
Provides an introduction to group and interpersonal relations models and techniques necessary for effective leadership and functional group dynamics in outdoor settings. Enhance student understanding of basic concepts and improve competencies through the use of the learning community as a laboratory group. (Offered: Every Fall)
Prereq: OLP participants only, placement beyond or satisfactory completion of COL 090 and ENG 090, Wilderness First Responder certification
OLP 106 Adventure Program Planning & Fieldwork I (X) 3 cr
Focuses on the principles and methods of program development in the adventure recreation field. The process oriented course addresses planning, organizing, conducting, and evaluating functions in outdoor adventure programs. The basic preparation allows students to complete supervised fieldwork in a variety of settings with a variety of populations. Students participate in field trips. (Offered: Every Fall)
Prereq: OLP participants only, placement beyond or satisfactory completion of COL 090 and ENG 090, Wilderness First Responder certification
OLP 120 Wilderness Preparedness (X) 3 cr
Develops a student’s knowledge of and skills in wilderness medical responses, rescue, and evacuation with an emphasis on backcountry techniques. It continues to build upon Wilderness First Responder skills through core skill reviews and field simulations. Additional field presentations and simulations develop an understanding of emergency responses for land and water-based outdoor adventure activities. (Offered: Every Fall)
Prereq: OLP participants only, placement beyond or satisfactory completion of COL 090 and ENG 090, Wilderness First Responder certification
OLP 124 Natural History for Outdoor Leaders (X) 2 cr
Provides an introduction to environmental studies with an emphasis on basic concepts useful to an outdoor leader. Field studies address the climate, life zones, and natural resources of the Northeast. Students explore conservation of resources and learn how to present basic natural history concepts to diverse populations. Students participate in field trips. (Offered: Every Fall)
Prereq: OLP participants only, placement beyond or satisfactory completion of COL 090 and ENG 090, Wilderness First Responder certification
OLP 127 Outdoor Adventure Skills II (X) 4 cr
Continues the development of core technical skills required in the outdoor adventure field. Students refine their backcountry travel skills and learn how to apply them in cold-weather environments. Skills areas include backcountry navigation, snowshoeing, winter mountaineering, and first aid. Students also participate in activities which address natural history and cultural history interpretation. Students must demonstrate specific competencies in core areas to obtain leadership ratings. Students participate in fieldtrips. (Offered: Every Spring)
Prereq: OLP participants only; successful completion of OLP 111

OLP 140 Rock Climbing Instructor (X) 2 cr
Develops student's proficiency with the leadership and implementation of institutional top rope rock climbing. Students learn advanced skills of multi-pitch lead climbing. The infeld sessions include selection of equipment, safety systems, site management/evaluation, leadership/learning styles, curriculum development, and basic rock rescue. Students must demonstrate specific competencies to obtain leadership ratings. (Offered: Every Spring)
Prereq: OLP participants only; successful completion of OLP 111 and OLP 120

OLP 141 Paddling Instructor (X) 2 cr
Builds upon the students' flatwater and whitewater paddling and introduces students to kayak touring and instruction. The course promotes an understanding of introductory paddling lessons so students can develop their own paddling programs. The course emphasizes the development of personal technical skills, technical knowledge, instructional, and leadership abilities. Students must demonstrate specific competencies for an American Canoe Association instructor rating. Students must demonstrate specific competencies in kayak touring an inland waterways and the ocean to obtain an ACA rating for kayak touring. Students participate in fieldtrips. (Offered: Every Spring)
Prereq: OLP participants only; successful completion of OLP 111 and OLP 120

OLP 142 Nordic Skiing Instructor (X) 2 cr
An introduction to beginner and intermediate cross-country skiing skills and ski touring. The course promotes an understanding of introductory cross-country skiing lessons so students can develop their own programs. Students develop personal technical skills, technical knowledge, and instructional abilities. This course meets the Professional Ski Instructors of America requirements for instructor certification programs. Students must demonstrate specific competencies to obtain instructor certifications. Students participate in fieldtrips. (Offered: Every Spring)
Prereq: OLP participants only; successful completion of OLP 111 and OLP 120

OLP 143 Backcountry Travel Instructor (X) 3 cr
Prepares students to become proficient in the implementation and leadership of three season backcountry travel experiences. Students learn core skills of trip planning, safety systems design, route development, and equipment use in the classroom and reinforce these skills in the field. Students participate in a model canoe trip that is designed and led by the OLP core staff. Students then design and execute a backpacking trip. Students must demonstrate specific competencies to obtain leadership ratings. (Offered: Every Fall)
Prereq: OLP participants only; placement beyond or satisfactory completion of COL 090 and ENG 090; Wilderness First Responder certification

OLP 144 Challenge Course Programming Instructor (X) 2 cr
Builds upon low and high challenge course experience to develop leadership necessary to design, deliver, and evaluate adventure-based programs in education, recreation, outdoor adventure, youth services, therapeutic settings, and management development training applications. Students must demonstrate competencies to obtain leadership ratings. (Offered: Every Spring)
Prereq: OLP participants only; successful completion of OLP 111 and OLP 120

OLP 201 Individual Project in Outdoor Leadership I (X) 1 cr
Begins a student-directed learning project focusing on research, developing a new competency, or broadening understandings of adventure industry practices specific to the student's career goals. With instructional staff feedback and advising, each student identifies a project, develops objectives, researches learning activities, and articulates final project outcomes for completion in OLP 202. (Offered: Every Fall)
Prereq: OLP participants only; placement beyond or satisfactory completion of COL 090 and ENG 090; Wilderness First Responder certification

OLP 202 Individual Project in Outdoor Leadership II (X) 1 cr
A continuation of and completion of the project begun in OLP 201. Evaluations focus on developing accurate self-assessment skills. (Offered: Every Spring)
Prereq: OLP participants only; successful completion of OLP 201

OLP 205 Group Management for Outdoor Leaders II (X) 2 cr
Combines seminar with field placements to continue the development of interpersonal relations concepts and practices begun in OLP112. (Offered: Every Spring)
Prereq: OLP participants only; successful completion of OLP 112

OLP 216 Field Work Experience in OLP II (X) 3 cr
Continues to develop skills in planning, organizing, conducting, and evaluating outdoor adventure education programs. Students conduct a variety of activities with diverse populations to refine their instructional and learning abilities. The focus is more complex field experiences that may require students to conduct overnight programming. Students participate in fieldtrips. (Offered: Every Spring)
Prereq: OLP participants only; successful completion of OLP 116
Credit Courses

**PEACE AND SOCIAL JUSTICE**

**PCS 101 Public Speaking (HL) 3 cr**
Principles of public speaking as communication, stressing the role of the speaker in the communication process. The course emphasizes proper preparation and delivery of speeches. Each student delivers a minimum of five speeches and participates in small group activities. (Offered: Every Fall, Spring & Summer)

**PSJ 101 Introduction to Peace Studies (BC) 3 cr**
An interdisciplinary study of the concepts of peace and the interplay of cultural, ideological and environmental factors since the end of the Cold War. This course familiarizes students with the salient concepts of positive and negative peace, peacemaking and the principles of a culture of peace and sustainability. (Offered: Every Fall)

**PREREQ:** COL 090 and ENG 090, or satisfactory placement test scores. **RECOMM:** Any course coded BC. (Offered: Every Spring)

**PSJ 120 Mediation and Conflict Resolution (BL) 3 cr**
A study of the theories of conflict and conflict styles including how to define issues in mediation, reframing, neutrality and bias, and moving parties to mutually satisfactory resolution. Students explore the role of mediator as a neutral third-party who facilitates resolution which is designed by the parties based on their needs. Class includes simulated mediations and has a skills-based component. (Offered: Every Fall)

**PREREQ:** ENG 101, 103 or 105

**PSJ 225 Peacemaking and Sustainability in Practice: Strategies for a Sustainable Future (BL) 3 cr**
An exploration of strategies for social change and creating an ecologically sustainable future. Students study the history of nonviolent and environmental movements and actions, the women and men who promote nonviolence and sustainability and under what cultural conditions social change occurs. The course gives special attention to the strategic significance of direct individual actions. Students complete a related service learning component in the form of a placement or action in the wider community. (Offered: Every Spring)

**SPECIAL REQUIREMENT: Service Learning component of 21 hours is required.**

**PREREQ:** PSJ 101 or EVS 101; **RECOMM:** PSJ 101 and EVS 101

**PCS 131 Intercultural Communication (HL) 3 cr**
Provides an opportunity for students to increase their ability to communicate effectively in daily interactions through the study of basic intercultural communication concepts and the practice of speaking, listening, and conflict resolution skills. Students identify and analyze current communication patterns as a step toward increasing interpersonal communication competence. (Offered: Every Fall, Every Spring)

**PREREQ:** ENG 101, 103, or 105 or concurrent enrollment

**PCS 141 Interpersonal Communication (HL) 3 cr**
Introduction to the major, classical philosophical problems through a thematic approach. Emphasis on active, informal discussion of contemporary issues. (Offered: Every Fall, Every Spring)

**PREREQ:** Placement beyond or satisfactory completion of COL 090 and ENG 090

**PHILOSOPHY**

**PHI 103 Introduction to Philosophy (HC) 3 cr**
Introduces the philosophical, theological, and theoretical foundations of ethics. The course surveys the range of applications in contemporary society including business, law, government, health care, and the media. It also examines specific issues such as distributive justice, capital punishment, Just War Theory, and cultural relativism. (Offered: Every Fall, Every Spring)

**PREREQ:** Placement beyond or satisfactory completion of COL 090 and ENG 090

**PHI 104 Introduction to Ethics (HC) 3 cr**
Introduction to the major, classical philosophical problems through a thematic approach. Emphasis on active, informal discussion of contemporary issues. (Offered: Every Fall, Every Spring)

**PREREQ:** Placement beyond or satisfactory completion of COL 090 and ENG 090

**PHI 108 Western Religions (HC) 3 cr**
An introduction to the fundamental dimensions of religion and the central teachings and practices of Judaism, Christianity, and Islam. Through readings, site visits to and dialogues with practitioners, students explore how these religions shape both individual lives and modern societies. (Offered: Every Spring)

**PREREQ:** Placement beyond or satisfactory completion of COL 090 and ENG 090
PHI 110  Eastern Religions (*HC) 3 cr
An introduction to the fundamental dimensions of religion and the central teachings and practices of Hinduism, Buddhism, and the religions of China and Japan. Through readings, site visits and dialogues with practitioners, students explore how these religions shape both individual lives and modern societies. (Offered: Every Fall)
Prereq: Placement beyond or satisfactory completion of COL 090 and ENG 090

PHI 204  Issues in Ethics and Social Philosophy (*HC) 3 cr
Explores contemporary ethical issues which confront the individual and society as a whole. Through philosophical, journalistic, and literary selections, the student examines such topics as personal integrity, racism, poverty, gender equity, and violence. Students consider classical, non-western, and feminist perspectives. (Offered: Every Fall)
Prereq: PHI 103, PHI 104, or permission of instructor

PHI 205  Biomedical Ethics (HC) 3 cr
Examination of the theoretical and historical foundations of bioethics. Emphasis on the application of ethical theory to the analysis of contemporary issues in health care. Special attention to the cultural context of bioethical problems, specifically issues of race, class, and gender. (Offered: Periodically)
Prereq: ENG 101, 103, or 105 or PHI 104 or permission of instructor

PHI 206  Environmental Ethics (HC) 3 cr
An examination of how philosophy has contributed to our thinking about environmental issues. The course surveys major influences in the development of environmental ethics including the land ethic, biocentrism, deep ecology, ecofeminism, and social ecology. Applications to specific environmental issues allow students to clarify their own views and hone their critical thinking skills. (Offered: Periodically)
Prereq: ENG 101, 103, or 105 or permission of instructor

POLITICAL SCIENCE
POL 101  American Politics (BC) 3 cr
American national government and politics. The principles, processes, and institutions which make up the American political system: constitutional framework; federalism; interest groups, parties, elections; Congress; the Presidency; the judicial system; Policy-making and contemporary problems. (Offered: Every Fall, Every Spring)
Prereq: Placement beyond or satisfactory completion of COL 090 and ENG 090

POL 103  Comparative Politics (BC) 3 cr
An exploration of political systems in several nation states in various regions of the world. Students gain conceptual tools to analyze and understand diverse political systems, beliefs, ideologies and practices. Students describe and analyze generalized comparative political systems, beliefs, ideologies and practices. (Offered: Every Fall)
Prereq: Placement beyond or satisfactory completion of COL 090 and ENG 090

POL 105  International Politics (BC) 3 cr
Traditional principles of international relations and emerging new problems from a political perspective - population, environment, energy, natural resources, economic interdependence, rapid technological change. Provides a global context for dealing with new and developing international considerations. (Offered: Every Fall)
Prereq: Placement beyond or satisfactory completion of COL 090 and ENG 090

PHY 111  General Physics I with Calculus (NC) 4 cr
A calculus-based physics course intended primarily for students preparing for careers in science, mathematics, or engineering. Topics covered include kinematics, mechanics of particles and rigid bodies, and conservation laws. The course emphasizes the use of the concepts of physics to solve problems. This course meets in the physics laboratory using a combination of lecture, demonstration, discussion, and laboratory exercise. (Offered: Every Fall)
Prereq: MAT 201 or concurrent enrollment in MAT 201

PHY 112  General Physics II with Calculus (NC) 4 cr
A calculus-based study of the laws of electricity and magnetism. Topics include properties of electricity and magnetism, fields, elementary electric current analysis, wave motion, electromagnetic waves. This course is taught in the physics laboratory using a combination of lecture, demonstration, discussion, and laboratory exercises. (Offered: Every Spring)
Prereq: PHY 111, MAT 202 or concurrent enrollment in MAT 202

Physics
PHY 101  General Physics I (NC) 4 cr
An algebra based physics course with topics including vector kinematics, mechanics of particles and rigid bodies, and conservation laws. This course prepares students for further study in the fields of science, mathematics and health professions. Students use physical concepts and mathematical relations to solve physics problems. The course meets in the Physics lab and uses a combination of lecture, demonstrations, discussion, and laboratory exercises. Students develop skills in the use of modern computer software packages and graphing calculators. (Offered: Every Fall)
Prereq: MAT 107, or placement by examination beyond MAT 107, or permission of instructor

PHY 102  General Physics II (NC) 4 cr
A continuation of PHY 101, non-calculus treatment of the fields of light, electricity, and magnetism, and atomic and nuclear physics with some topics from modern physics. Lab required. (Offered: Every Spring)
Prereq: PHY 101 or permission of instructor

PHY 112  General Physics II with Calculus (NC) 4 cr
A calculus-based physics course intended primarily for students preparing for careers in science, mathematics, or engineering. Topics covered include kinematics, mechanics of particles and rigid bodies, and conservation laws. The course emphasizes the use of the concepts of physics to solve problems. This course meets in the physics laboratory using a combination of lecture, demonstration, discussion, and laboratory exercise. (Offered: Every Fall)
Prereq: MAT 201 or concurrent enrollment in MAT 201
Conflict and Violence (BC) 3 cr
A focus on the key concepts of peace psychology: the relationships among violence, social inequalities, peacemaking and the pursuit of social justice. Topics include ethnic conflict, family violence, hate crimes, militarism, conflict management, social justice, nonviolent approaches to peace, and peace education. Students examine systems of violence and systems of peace. Through lectures, discussions, readings, experiential activities, projects, film, and dialogue, students study the philosophy of non-violence, and develop more complex views of the immediate causes of violence and deeper appreciation for the structural roots of violence with an emphasis on healing from trauma through reconciliation methods. (Offered: Every Spring)
Prereq: PSY 101; PSY 210 or MAT 114 or permission of Social Sciences department chair. Recomm: ENG 101, ENG 103 or ENG 105

PSY 214 Psychology of Peace, Conflict and Violence (BC) 3 cr
An introduction to the field of psychology and human behavior. The student considers such topics as the history of psychology, research methods, psychophysiology, sensation, perception, learning, cognition, memory, development, motivation, personality, and mental illness. (Offered: Every Term)
Prereq: Placement beyond or satisfactory completion of COL 090 and ENG 090

PSY 209 Abnormal Psychology (BC) 3 cr
A review of research methods, assessment procedures, the history of mental illness, and the major perspectives utilized in understanding mental illness. The course gives particular attention to the diagnostic system and categorization of conditions as developed by the American Psychiatric Association's Diagnostic and Statistical Manual (DSM) as well as attention to current psychotherapeutic and psychopharmacological treatment interventions. (Offered: Every Fall, Spring & Summer)
Prereq: PSY 101

PSY 210 Statistics for Psychology and the Social Sciences (BC) 3 cr
An introduction to statistics for students interested in careers in psychology or related fields in social sciences. Students analyze the use of descriptive and inferential statistics for an understanding of qualitative and quantitative research strategies with application to psychological and social problems. Students use a computer-based statistical package to analyze data. The course provides a basic background in the design of preliminary research strategies, research analysis and critique as well as provides an analytical approach to research articles in psychology and social sciences. (Offered: Every Fall)
Prereq: ENG 112, 114 or 116; PSY 101; MAT 105 (095). Recomm: MAT 106 (076)

PSY 212 Research Methods in Psychology (BC) 3 cr
Examines research methods in psychology as well as the importance of understanding the methodology to conduct research. Topics include typical research methods in psychology, ethical issues, interpretation and communication of research methods and results. (Offered: Every Spring)
Prereq: PSY 101; PSY 210 or MAT 114 or permission of Social Sciences department chair. Recomm: ENG 101, ENG 103 or ENG 105

PSY 211 Psychology of Peace, Conflict and Violence (BC) 3 cr
A survey of human physical, psychological, and social development from birth through death. Framework for the study of the individual's cumulative, integrative growth experience. Theories of development and their applications. (Offered: Every Fall, Spring & Summer)
Prereq: PSY 101 or permission of instructor
Credit Courses

PSY 225  Psychology of Women (*BC) 3 cr
An exploration into the behavior and personality of women as seen through their own eyes. Topics for investigation are dispelling the myths and mysteries about the development of women, significant gender differences, the quest for a separate identity, transitional changes and adaptation, and the possibilities for a more generative view of the human life cycle. *(Offered: Every Fall)*
Prereq: PSY 101 or SOC 101 or ANT 104 or permission of instructor

PSY 227  Group Dynamics (BC) 3 cr
Provides the student with a solid understanding of group development and its processes. Students examine their own interpersonal style as it relates to group work. The student explores methods in which interpersonal and intrapersonal behaviors influence such phenomena as leadership, cohesiveness, continuity, diversity and group effectiveness. The course uses experiential learning as a vehicle for understanding the entire group process. *(Offered: Periodically)*
Prereq: PSY 101 or permission of the instructor

PSY 233  Child Behavior and Development (BC) 3 cr
Focuses on the development of the child from conception to adolescence. The concept of development is explored in depth and all aspects of the developing child are considered: social, emotional, physical, verbal, intellectual, and creative. Major theories of child development are reviewed. Research in child development is studied with particular attention paid to naturalistic observation. *(Offered: Every Fall, Every Spring)*
Prereq: PSY 101 or permission of instructor

PSY 277  Psychology of Death and Dying (BC) 3 cr
Designed to be both experiential and didactic, this course enhances students’ understanding of death and dying processes both personally and professionally. Topics covered include cultural attitudes toward death and dying, origins of death anxiety, processes involved in dying, grieving and mourning children and death, the helping relationship and the caregiver, suicide, euthanasia, burial and cremation, organ and body donations, and community resources. *(Offered: Every Fall, Every Spring)*
Prereq: PSY 101 or permission of instructor

SCI 110  Sustainable Energy Fundamentals (NL) 1 cr
Explores the fundamental concepts relating to renewable and nonrenewable energy sources with an emphasis on sustainable energy use and conservation. Topics include world energy use and primary energy sources, local energy issues, and an overview of sustainable energy technologies (e.g., solar photovoltaics, wind, microhydro, fuel cells, biodiesel and others). Students explore the scientific underpinning of global warming and how consumption of fossil fuels relates to atmospheric change. *(Offered: Every Fall, Every Spring)*
NOTE: Students may receive credit for SCI 120 or SCI 110 but not both.
Prereq: None

SCI 111  Survey of Science and Technology (NC) 3 cr
An introduction to selected principles, concepts, and technological applications in physics, chemistry, and biology. Students will construct these concepts through laboratory activities and gain an understanding of the irrelevance and relationship to the world around them. *(Offered: Periodically)*
Prereq: Placement beyond or satisfactory completion of COL 090 and ENG 090

SCI 112  Fundamentals of Electricity (NL) 3 cr
An introduction to electricity with an emphasis on sustainable energy applications. Topics include DC/AC circuit operations, electrical distribution systems, common semiconductor devices, the National Electrical Code, electrical safety, and common electrical methods and techniques. *(Offered: Periodically)*
Special Requirement: Field trips required.
Prereq: MAT 105, COL 090 and ENG 090 or satisfactory placement test scores.

SCI 114  Residential Construction Fundamentals (X) 3 cr
An introduction to residential construction techniques with an emphasis on basic construction skills. Students explore the safe work habits of trades people, construction systems and material handling. Topics include site assessment, material analysis, safe use of power and hand tools, framing, insulation, thermal control practices, and design process overview. Students integrate green, environmentally-responsive practices into each component of the course. *(Offered: Every Fall)*
Special Requirement: Students must be 18 years of age
Prereq: MAT 090, COL 090, and ENG 090 or satisfactory placement test scores. Recommend: MAT 105

SCI 116  Introduction to Geothermal Heating and Cooling (NL) 1 cr
An introduction to geothermal heating and cooling with particular emphasis on ground source heat exchange systems. Topics include geothermal basics, ground loop selection and design, building evaluation and equipment sizing, performance monitoring and verification. Site visits to geothermal system installations reinforce classroom learning. *(Offered: Periodically)*
Special Requirement: Field trips required.
Prereq: MAT 105, COL 090 and ENG 090 or satisfactory placement test scores
Credit Courses

SCI 117  Meteorology (NC) 4 cr
An introductory course in meteorology, which is a study of how the atmosphere interacts with solar energy to create dynamic weather systems. The student applies basic meteorological and climatological principles to the study of local and regional weather patterns. Students do a portion of their work in the computer lab. (Offered: Every Fall, Spring & Summer)
Pre req: Placement beyond or satisfactory completion of COL 090, ENG 090 and MAT 090

SCI 118  Greenhouse Gas Assessment and Carbon Cap and Trade (NL) 1 cr
An introduction to the policy and technical issues of greenhouse gas assessment and reporting, and carbon cap and trade mechanisms. Students learn about existing European cap and trade models; the issues associated with instituting a cap and trade program in the US; how to assess greenhouse emissions for registration and trading purposes; and the evolving carbon trading markets. (Offered: Periodically)
Pre req: MAT 105, COL 090 and ENG 090 or satisfactory placement test scores. Recomm: SCI 119

SCI 119  Introduction to Global Warming (NL) 1 cr
An introduction to global warming and global climate change. Topics include climate change history and projections, the impacts of climate change, vulnerability and adaptation to climate change, and strategies to reduce the impact of global warming. (Offered: Periodically)
Pre req: COL 090 and ENG 090, or satisfactory placement test scores

SCI 120  Sustainable Energy: Theory & Practice (NC) 4 cr
Explores the theoretical and practical aspects of renewable and nonrenewable energy sources with an emphasis on sustainable energy use and conservation. Topics include solar, photovoltaics, wind, microhydro, fuel cells, biodiesel and others. Field trips and labs provide hands-on experience working with a variety of energy technology models. Students design, build, and monitor working renewable energy systems on campus. (Offered: Every Fall, Every Spring)
NOTE: Students may receive credit for SCI 120 or SCI 110 but not both.
Pre req: MAT 105 (095) or concurrent enrollment; placement beyond or satisfactory completion of COL 090 and ENG 090.

SCI 121  Introduction to Photovoltaic (Solar Electric) Technology (NL) 3 cr
An introduction to photovoltaic (solar electric) technology for students with a strong personal interest in photovoltaics (PV) as well as those considering a career in solar electric technology. The course provides students with the theoretical basis for understanding the various types of solar electric systems. The course covers the history of solar electricity, current markets and industry status, basic electrical theory, and other considerations necessary for solar electric systems. Topics include a detailed study of system components as well as the proper and safe electrical interconnection of these components and includes hands-on training exercises and experiments. Local visits to PV-related facilities and assembly of real-world systems examples reinforce classroom learning. (Offered: Every Fall & Summer)
Special Requirement: Field trips required.
Pre req: MAT 105, COL 090 and ENG 090 or satisfactory placement test scores. Recomm: SCI 112

SCI 122  Solar Domestic Hot Water (NL) 1 cr
An examination of solar hot water systems for heating water for residences. Topics include the environmental benefits and economics of solar hot water systems, siting and sizing systems, choosing appropriate equipment, descriptions of all components as well as their assembly and function. Students assemble a solar system to heat water. (Offered: Periodically)
Special Requirement: Field trips required.
Pre req: MAT 105, COL 090 and ENG 090 or satisfactory placement test scores

SCI 123  Passive Solar Technology (NL) 1 cr
An examination of the history, science and implementation of passive solar technologies to offset heating, hot water and lighting needs for a house and commercial/industrial buildings. Topics include fundamental principles such as structure orientation, proper glazing materials and installation, use of thermal mass, adequate ventilation, landscape features for cooling, and others. Students see and visit real-world applications of these technologies. (Offered: Periodically)
Special Requirement: Field trips required.
Pre req: MAT 105, COL 090 and ENG 090 or satisfactory placement test scores

SCI 124  Energy Conservation and Efficiency (NL) 1 cr
An exploration of the methods and equipment to improve the energy efficiency of existing and new structures. These energy uses include heating/cooling loads and electrical consumption. Students learn how to use existing technology to assess energy usage, evaluate opportunities for reducing and managing loads, and learn best current practices. (Offered: Periodically)
Pre req: MAT 090 or satisfactory placement test score
SCI 125 Sustainable Landscape Design (NL) 3 cr
An exploration into the fundamentals of landscape design with particular attention to integrating both existing and new buildings sustainably into their landscapes. Students investigate sustainable design strategies that address the ecological, water, energy and food system links between buildings and their supporting sites, as exemplified by the LEED (Leadership in Energy and Environmental Design) rating system. Topics include geology, hydrology, soils, vegetation, design principles, green roofs, green walls, rainwater collection systems, native planting, edible landscapes, and the human dimension of landscape architecture. (Offered: Periodically)
Special Requirement: Field trips required.
Prereq: MAT 105, COL 090, and ENG 090 or satisfactory placement test scores.

SCI 126 Residential Energy Efficiency and Energy Auditing (NL) 3 cr
An exploration of the methods and the skills required to perform energy audits of residential buildings. Topics include methods of energy conservation; elements and steps of energy auditing; insulation of walls, foundation and attic; door and window infiltration reduction; lighting and electrical efficiency; heating system analysis and efficiency; hot water system analysis and efficiency; energy monitoring and measuring equipment; energy audit reporting and sustainable energy systems. Students perform a residential energy audit. (Offered: Every Fall, Every Spring)
Special Requirement: Field trips required.
Prereq: MAT 105, COL 090 and ENG 090 or satisfactory placement test scores.

SCI 127 Introduction to Sustainable Design and Green Building (NL) 3 cr
An introduction to sustainable design and Green building. Topics include the study of energy issues related to buildings. Additional topics include residential building site analysis and design; air, heat and moisture flow; Green building materials; climate and designing with nature; energy conservation and efficiency; sustainable energy systems; and on-site power generation. Students visit Green buildings to reinforce classroom learning. (Offered: Every Fall, Every Spring)
Special Requirement: Field trips required.
Prereq: MAT 105, COL 090 and ENG 090 or satisfactory placement test scores.

SCI 128 Solar Thermal Systems (NL) 3 cr
An examination of solar water heating for domestic hot water, house heating, swimming pool heating, process heating and electrical generation. Topics include system economics, environmental benefits, siting and sizing of systems, types of systems, equipment installation, operation and maintenance. Students assemble and operate a domestic solar hot water system. (Offered: Periodically)
Special Requirement: Field trips required.
Prereq: MAT 105, COL 090, and ENG 090 or satisfactory placement test scores.

SCI 129 Fundamentals of Wind Energy (NL) 3 cr
An introduction to the practice and theory of wind electric generation. Topics include homeowner, small/business, utility, interior, offshore, grid tied and off grid wind systems; mechanical and electrical components; economic viability; environmental, aesthetic and safety concerns; and laws and permits. Students participate in the site visits and meet with wind energy experts. (Offered: Every Spring)
Special Requirement: Field trips required.
Prereq: MAT 105, COL 090, and ENG 090 or satisfactory placement test scores. Recomm: SCI 112

SCI 130 Extreme Insulation Retrofits (NL) 3 cr
An examination of the science and techniques of super insulating existing homes to significantly reduce heating energy requirements in an environmentally sound manner. Topics include building construction as it relates to insulation; current problems in insulation envelopes, heat loss in buildings; insulation priorities; insulation material characteristics, costs, construction strategies for insulating basements, walls and roofs; and demonstrations of insulation materials. Students participate in site visits. (Offered: Every Fall, Every Spring)
Special Requirement: Field trips required.
Prereq: MAT 105, COL 090, and ENG 090 or satisfactory placement test scores. Recomm: SCI 126

SCI 131 Introduction to Piping (X) 2 cr
An introduction to piping and materials used to install various piping systems, with an emphasis on solar thermal energy applications. Topics include analysis and characteristics of the most commonly used piping system materials - copper, steel and polyvinylchloride (PVC); best methods to join these materials; and calculation and proper assemblage of basic piping projects. (Offered: Periodically)
NOTE: Course is taught at an off campus location.
Special Requirement: Must possess physical ability to use power tools.
Prereq: COL 090, ENG 090 and MAT 090 or satisfactory placement test score.

SCI 132 Introduction to Heating, Ventilation and Air Conditioning (X) 3 cr
An examination of the basic principles of heating, ventilation, and air conditioning (HVAC). Topics include heat transfer; air conditioning and refrigeration cycles; hydronic and air system components; differentiation between system types; equipment and tools needed for common and emerging HVAC technologies. Students explore heat recovery ventilators, humidifiers, filters, geothermal heat pumps and assess both traditional and renewable energy / energy efficiency job opportunities in the HVAC industry. This course includes basic hands on HVAC training. (Offered: Periodically)
NOTE: Course is taught at an off campus location.
Special Requirement: Must possess physical ability to use power tools.
Prereq: COL 090, ENG 090 and MAT 090 or satisfactory placement test scores.
### Credit Courses

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<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
<th>Description</th>
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<tbody>
<tr>
<td>SCI 133</td>
<td>Introduction to Architectural Modeling with ArchiCAD (X)</td>
<td>1 cr</td>
<td>An introduction to ArchiCAD, a 3-D architectural modeling and BIM (Building Information Management) software program. The course introduces CAD (Computer Assisted Drawing) basics such as working with pens, layers, fills, textures, objects and stories, before moving into more advanced topics including building modeling, presentation rendering, animation creation, and drawing layout. Students create a 3-D model of a building and generate architectural plans, sections, elevations, rendered perspectives, and even “fly through” animations. <em>(Offered: Periodically)</em></td>
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<tr>
<td>SCI 134</td>
<td>Building with Earth, Straw, Wood, and Stone (NL)</td>
<td>3 cr</td>
<td>Explores aspects of building with minimally-processed, locally available, plentiful, natural and recycled building materials with an emphasis on residential construction. Students learn techniques for working with straw bale, cordwood masonry, cob, “Earthship” rammed-earth tires, light straw earth plasters, etc. through research, projects, hands-on activities and field trips. Students examine natural building materials impact on energy efficiency and the environment. <em>(Offered: Periodically)</em></td>
</tr>
<tr>
<td>SCI 221</td>
<td>Photovoltaic (Solar Electric) Installation (X)</td>
<td>3 cr</td>
<td>An examination of the practical skills needed to install utility-connected and off-grid Photovoltaic (PV) systems. Topics include the study of electric load analysis, system and component design and sizing, system siting, shading, electrical and mechanical system configuration, and safety and electrical and building code compliance supplemented with hands-on system installation. Successful completion of this course enables the student to sit for the NABCEP (North American Board of Certified Energy Practitioners) PV Entry Level Certificate. With additional education, training and installation experience, this certificate can lead to becoming a NABCEP Certified PV Solar Installer. <em>(Offered: Every Fall, Every Spring)</em></td>
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<tr>
<td>SCI 227</td>
<td>Sustainable Design and Green Building Practices (NL)</td>
<td>3 cr</td>
<td>An investigation into sustainable design and green building techniques and how they may be synthesized to best fit a specific construction project. Students expand upon and utilize concepts learned in SCI 127. Introduction to Sustainable Design and Green Building. Students work through a controlled process of analysis and design to produce drawings and models of their personal green building project. Topics include building form, orientation and site considerations, conservation measures, energy modeling, heating system and fuel choices, renewable energy systems, material choices, construction budget, and mortgage and payback considerations. <em>(Offered: Every Fall)</em></td>
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### SOCIOLOGY

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<tbody>
<tr>
<td>SOC 101</td>
<td>Principles of Sociology</td>
<td>(*BC) 3 cr</td>
<td>The study of society through basic concepts and scientific methodology. Examines culture, social systems, institutions, status, role, norms, interaction, deviance, small groups, and social stratifications. <em>(Offered: Periodically)</em></td>
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<tr>
<td>SOC 106</td>
<td>Social Inequality (*BC)</td>
<td>3 cr</td>
<td>Introduces students to the theories and fundamental concepts of social diversity and social stratification in the United States. Through an individual, cultural, and systemic lens, students examine the construction of identities, including race, gender, sexual orientation, religion, class, and disability. This course provides a sociological understanding of the social construction of difference and inequality and combines cognitive and experiential learning to promote recognition, understanding, and acknowledgement of disparate experiences of equality in the United States. <em>(Offered: Periodically)</em></td>
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<tr>
<td>SOC 201</td>
<td>Social Problems (*BC)</td>
<td>3 cr</td>
<td>A sociological examination of the nature, structure, causes, and consequences of social problems with a particular focus on their interconnections. The course uses major theoretical frameworks to examine social problems at both the micro and macro level. The course investigates a variety of social problems, with a focus on problems in the United States. The course examines how to define and distinguish social problems from social issues. <em>(Offered: Every Fall, Every Spring)</em></td>
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<tr>
<td>SOC 203</td>
<td>Sociology of the Family</td>
<td>(*BC) 3 cr</td>
<td>A sociological focus on the structure and role of the family including the impact of culture, age, gender, and class in the contemporary United States. The course investigates the significance of social forces, attitudes and policies on the structure of the family. Students learn about the relationship between the family and other institutions in society. The course focuses on an understanding of historical shifts in household organization and family behavior in the US, including recent controversial topics regarding how contemporary United States society defines a family. <em>(Offered: Periodically)</em></td>
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* (*BC) denotes a course that satisfies the Core Requirement for Social Science and a course that transfers to the University of Massachusetts Amherst and other 4-year institutions.*
Credit Courses

SPA 101  Elementary Spanish I (HC) 4 cr
A survey of the basic components of Spanish with an emphasis on the unique needs of native Spanish speakers who have not studied the language in an academic setting. Particular attention paid to written expression, but also takes advantage of the students’ background in and intuitive knowledge of spoken language. For native speakers of Spanish.
(Offered: Periodically)
Prereq: None for native speakers of Spanish
SPA 111  Spanish Skills Practice I (X) 2 cr
An intensive immersion workshop conducted in Spanish. For students who have completed at least SPA 101 or who are returning to the study of Spanish. Using the material studied in SPA 101, students practice and internalize the basic building blocks of Spanish in listening, speaking, reading, and writing. Class time is spent on pair and small group work, drill, video, readings, and authentic materials.
(Offered: Every January)
Prereq: SPA 101 or equivalent or permission of instructor
SPA 112  Spanish Skills Practice II (X) 2 cr
An intensive immersion workshop conducted in Spanish for students who have completed at least SPA 102 or who are returning to the study of Spanish. Using the material studied in SPA 102, students practice in order to internalize the basic building blocks of Spanish in listening, speaking, reading, and writing.
(Offered: Every January)
Prereq: SPA 102 or equivalent or permission of instructor
SPA 124  Spanish for Health Professionals (HL) 4 cr
Emphasizes the fundamentals of Spanish both for students seeking positions in health related fields and those already working in the professions. The course focuses on “survival” Spanish language skills and cross-cultural training for health professionals. Students develop their command of Spanish in specific job related areas. The course prepares participants for those aspects of Hispanic/Latino cultures that have an impact on their work. Much of the class is spent working in pairs and small groups role-playing situations that participants will encounter on the job.
(Offered: Every Fall)
Prereq: None
SPA 133  Spanish for Law Enforcement (HL) 4 cr
Emphasizes the fundamentals of Spanish both for students seeking positions in law enforcement and those already working in the profession. The course focuses on “survival” Spanish language skills and cross-cultural training for law enforcement professionals. Students develop their command of Spanish in specific job related areas. The course prepares participants for those aspects of Hispanic/Latino cultures that have an impact on their work. Students spend much of the class working in pairs and small groups role-playing situations that participants encounter on the job.
(Offered: Every Spring)
Prereq: None
Credit Courses

SPA 143 Spanish for Educators (HL) 3 cr
Emphasizes the fundamentals of Spanish both for students seeking positions in education and those already working in the profession. The course focuses on “survival” Spanish language skills and cross-cultural training for professionals in education. The course develops the participants’ command of Spanish in specific job related areas. The course prepares participants for those aspects of Hispanic cultures that have an impact on their work. Students spend much time working in pairs and small groups role-playing situations that participants encounter on the job.
(Offered: Periodically)
Prereq: None

SPA 163 Spanish for Firefighters (HL) 3 cr
Emphasizes the fundamentals of Spanish both for students seeking positions in the fire services and those already working in the profession. The course focuses on “survival” Spanish language skills and cross-cultural training for firefighters, including those who are also paramedics or EMTs. Students develop their command of Spanish in specific job related areas. The course prepares participants for those aspects of Hispanic/Latino cultures that have an impact on their work. Students spend much of the class working in pairs and small groups role-playing situations that participants will encounter on the job.
(Offered: Periodically)
Prereq: None

SPA 201 Intermediate Spanish I (HC) 4 cr
The intermediate study of Spanish. The course emphasizes continued acquisition of language functions, vocabulary, idioms, structures, and culture through contextualized presentations, interactive activities, video, and selected readings. The class is conducted in Spanish.
(Offered: Every Fall)
Prereq: SPA 102 or equivalent.

SPA 202 Intermediate Spanish II (HC) 4 cr
Conclusion of the basic intermediate sequence in Spanish. The course emphasizes continued acquisition of language functions, vocabulary, idioms, structures, and culture through contextualized presentations, interactive activities, video, and selected readings. The class is conducted in Spanish.
(Offered: Every Spring)
Prereq: SPA 201 or equivalent.

SPA 252 Spanish Composition and Conversation II (HC) 3 cr
Continued development of advanced writing and speaking skills. Representative works of Hispanic literature, available cultural readings, and periodicals are the subject of class discussion and oral and written assignments. The class is conducted in Spanish.
Prereq: SPA 251 or equivalent, or permission of instructor.

SPA 255 Spanish Film and Language I (HC) 3 cr
The intermediate study of Spanish through Spanish language films. The course emphasizes the acquisition of language functions, vocabulary, idioms, and cultures through an introduction to cinema from the Spanish-speaking world. Students study representative Spanish language films, selected from films by Schroeder, Gutierrez Alea, Gonzalez Irritu, Almodovar, Buuel, and Puenzo. These are the subject of class discussions, dramatizations and oral and written assignments. Students practice listening comprehension, study idiomatic speech, analyze cultural content and examine historical contexts. The instructor and the students conduct the class in Spanish.
(Offered: Periodically)

SPA 257 Spanish Film and Language II (HC) 3 cr
The intermediate study of Spanish through Spanish language films. The course emphasizes the acquisition of language functions, vocabulary, idioms, and cultures through an introduction to cinema from the Spanish-speaking world. Students study representative Spanish language films, selected from films by Cuenda, Bielinsky, Salles, Marston, Gutierrez Alea, and Sayles. These are the subject of class discussions, dramatizations and oral and written assignments. Students practice listening comprehension, study idiomatic speech, analyze cultural content and examine historical contexts. The instructor and the students conduct the class in Spanish.
(Offered: Periodically)

THEATER

THE 101 Introduction to Theater (HC) 3 cr
An introductory course for students who are interested in theatre and performance but may or may not have any direct experience. The course explores all of the basic elements of Theatre Arts: its origins, history, cultural importance and relevance in modern society. It also focuses on each aspect of production: acting, directing, dramaturgy and design. Students read and study major works and have the opportunity to see, discuss, and analyze live performance. The course provides a sampling of the many kinds of experiences that can be had in the Theatre as a practitioner and/or audience member.
(Offered: Every Fall)
Prereq: COL 090 and ENG 090, or satisfactory placement test score.

THE 105 Play Analysis (HL) 3 cr
Concentrates on the interpretation and analysis of various types of dramatic literature. Students learn to explore and respond to plays effectively in the context of dramaturgical elements such as plot, theme, character development, structure and other critical components specific to the genre. The course covers a variety of traditional and contemporary forms and texts. Students also explore the challenges and opportunities of translating these texts into live production and film.
(Offered: Every Spring)
Prereq: COL 090 and ENG 090 or satisfactory placement test score.
THE 106  Stage Craft (HL) 3 cr
The study of the processes of scenery, lighting, and sound design for production realization as approached from the stage designer's point of view. The course emphasizes the creative process used in developing the physical elements of a theatrical production. The student learns how to safely execute the skills demanded of the scenic designer in a hands-on method and work environment. Students aid in the construction and technical work required for that semester's GCC main production as well as the technical needs/requirements of the student directed projects. (Offered: Periodically)
Prereq: Placement beyond or satisfactory completion of COL 090 and ENG 090

THE 108  Interactive Dramatics (HL) 3 cr
An introduction examining the use of creative drama in education and recreational settings. Study and practice of the medium to develop the acceptance of the responsibility of thinking educated theater people for sharing the art of drama in young lives while developing all students in areas of sensory awareness, imagination, movement, role-playing, and improvisation.  (Offered: Periodically)
Prereq: Placement beyond or satisfactory completion of COL 090 and ENG 090

THE 113  Fundamentals of Acting (HL) 3 cr
An introduction to acting with emphasis on characterization, voice, and movement, as well as various acting techniques, script analysis, improvisation, and theatre games. Students prepare monologues, scenework, and short one-act plays. The course also emphasizes the uses of acting skills to improve self-confidence and self-expression.  (Offered: Every Fall)
Prereq: none

THE 133  College Theater Workshop (X) 1 cr
Practical experience in acting, house management, public relations, publicity, shop and production crews as the current GCC semester production requires.  (Offered: Every Fall, Every Spring)
NOTE: Students may repeat this course three times for a maximum of 4 credits. No more than one credit may be earned in any given semester.
Prereq: Placement beyond or satisfactory completion of COL 090 and ENG 090

THE 213  Advanced Acting (HL) 3 cr
Explores the actor's use of improvisation, character development, motivation, and action through internal and external techniques. The course includes an in-depth concentration in training, theory, and practice in relation to character, scene and ensemble work. These studies are directly applied in workshops, rehearsal, and performance.  (Offered: Every Spring)
Prereq: THE 113

THE 214  Directing - Theory (HL) 3 cr
An introduction to the skills of play production with an emphasis on directing. The student studies the concepts/requirements necessary to mount a full theatrical production. Students analyze and hypothetically cast and produce instructor-approved scripts as their final project.  (Offered: Periodically)
Prereq: THE 101, 105, 113, and ENG 112, or 114, or 116

THE 217  Experimental Performance (HL) 3 cr
Requires the student to use their own particular skills and interests to create an original performance work based on themes that emerge from the class itself. Participants use ensemble theatre and movement exercises to integrate the work of the project, which they have expressed in writing, movement, character improvisation, and visual arts, video, music, the sciences, and other areas of interest. Students produce a creative, innovative, and live performance.  (Offered: Periodically)
Prereq: The course is restricted to students completing their final semester of the AA degree in the fields of Dance, Music, Art, or Theater. The course also requires approval of a performing arts faculty member and the class instructor

THE 223  Acting in Shakespeare (HL) 3 cr
A study of the basic techniques used in Shakespearean acting. Major emphasis is placed on approaching Shakespeare through careful analysis of the use of language, construction of the text, language as a cue for character, situation, and dramatic conflict. The student examines and performs selected works from comedies, histories and tragedies of the playwright, concentrating on the Prentiss technique of stylized acting.  (Offered: Periodically)
Prereq: THE 213, and ENG 221 (or concurrent enrollment in ENG 221)

THE 224  Directing - Practice (HL) 3 cr
The practical application of all skills learned in THE 214, Directing - Theory. The student chooses, analyzes, casts, and directs for performance a 1-act play approved by the instructor. This project is a minimum of 45 minutes performance time and is presented for the GCC community at the Sloan Theater at semester's end.  (Offered: Periodically)
Prereq: THE 214

THE 226  Stage Skills (HL) 3 cr
A concentrated study of the design and application of stage makeup, mask work, stage combat and stage dialects as they contribute to characterization and motivation in performance work. The course includes fencing techniques for dramatization as part of the physical stage combat study. Students assemble an audition piece and a professional resume, as well as perform and film an audition video tape in the GCC. Educational Technology Support Center.  (Offered: Periodically)
Prereq: THE 213 or THE 224

WOMEN'S STUDIES

WST 115  Introduction to Women's Studies (*L) 3 cr
Introduction to women's studies as a basis for understanding human development, social systems, and the historical and biological perspectives that affect women's lives in the 20th century.  (Offered: Every Spring)
Prereq: Placement beyond or satisfactory completion of COL 090 and ENG 090
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M.F.A., Cranbrook Academy of Art

Mark Hudgik  
Senior Admission Counselor  
A.A., Holyoke Community College  
B.A., University of Massachusetts  
M.Ed., Bay Path College

Colleen Kucinski  
Senior Admission Counselor  
B.A., Our Lady of the Elms College;  
M.Ed., Springfield College

Lindy Whiton  
Coordinator, Next Step Up Program  
B.A., Marlboro College;  
M.Ed., University of Massachusetts Amherst

**Financial Aid**

Linda Desjardins  
Director  
A.S., Holyoke Community College;  
B.A., Smith College

TBD  
Senior Financial Aid Counselor

Susan L. Hopkins  
Financial Aid Assistant/Veteran’s Services  
C.A.B. Certificate, Greenfield Community College

Beth A. LaPorte  
Financial Aid Assistant  
C.A.B. Certificate, Greenfield Community College;  
A.S., Greenfield Community College

**Registrar**

Heather A. Hoyt  
Registrar  
A.S., Greenfield Community College

Laurie Parker  
Enrollment Services Assistant

Kendra Sherwin-Williams  
Enrollment Services Assistant  
A.A., Holyoke Community College

Gail Tease  
Enrollment Services Assistant  
A.A.S., SUNY Agricultural and Technical College at Cobleskill  
B.S., University of Rhode Island
Faculty & Staff

Testing Services
Jean Boucias
Coordinator, Testing and GED
A.A., Greenfield Community College;
B.A., University of Massachusetts;
M.Ed., Cambridge College

Holly Lovelace
Assessment Assistant
B.A., Western Michigan University;
M.Ed., Lesley University

Transfer
Kathleen Maisto
Coordinator of Transfer Affairs and Articulation
B.A., Colorado State University;
M.A., University of Northern Colorado;
M.A., John F. Kennedy University

Transitions
Shannon Coskran
Special Programs Coordinator/Transitions
B.A., University of California Irvine
M.Ed., University of Massachusetts Amherst

Humanities
Leo L. Hwang-Carlos
Associate Dean
B.A., University of the South;
M.F.A., University of Massachusetts

Jan Ross
Assistant to Associate Dean
B.A., Westfield State College

Learning Resources
Melinda J. Gougeon
Associate Dean of Learning Resources
A.S., Greenfield Community College;
A.B., M.A.T., Smith College;
Ed.D., University of Massachusetts

Evelyn Tillotson
Assistant to the Associate Dean
B.S., Westfield State College

Counseling
Suzanne McGowan
Counselor/Liaison to Services for Women
A.B., Chatham College;
M.A., Ed.D., University of Massachusetts Amherst

Disability Services
Anna Berry
Coordinator of Disability Services
B.S., M.S., Colorado State University

Carol A. Leary
Assistant to Coordinator of Disability Services

Distance Learning
Michelle Barthelmen
Coordinator of Instructional Technology
B.A., Wheaton College;
M.B.A., M.Ed., University of Massachusetts Amherst

Educational Technology Center
Garry M. Longe
Instructional Media Specialist
A.S., Greenfield Community College

Fraser Stowe
Evening Audiovisual Technician
B.A., M.Ed., University of Massachusetts Amherst

Karen Truehart
Audiovisual Technician
A.A., Greenfield Community College

Library
Ellen E. Carey
Co-coordinator of the Library
B.A., Mount Holyoke College;
M.S.L.I.S., Simmons College

Deborah S. Chown
Co-coordinator of the Library
A.A., Greenfield Community College;
B.A., State University of New York;
M.L.I.S., University of Rhode Island

Judith Ketchum
Library Assistant
A.A., Greenfield Community College
B.A., Vermont College

Jeri Moran
Evening and Weekend Librarian
B.S., Kent State University
M.S.W., University of North Carolina;
M.L.I.S., Kent State University

Eric Poulin
Librarian
B.S., University of Massachusetts;
M.L.I.S., University of Rhode Island

Hope B. Schneider
Library Assistant

Theresa Smith
Library Assistant
C.A.B. Certificate, A.S., Greenfield Community College
Faculty & Staff

Peer Tutoring
Montserrat Archbald
Staff Assistant
B.A., Oberlin College

Norman J. Beebe
Peer Tutoring Program Co-coordinator
Math Instructor
A.A., Cumberland County College;
B.A., Montclair State College;
M.Ed., University of Massachusetts

Mary Ellen Kelly
Peer Tutoring Program Co-coordinator
English Instructor
A.A., Asnuntuck Community College;
B.A., M.A.T., University of Massachusetts
M.F.A., Simmons College

Randall L. Kness
Evening Peer Tutoring Assistant
A.A., Greenfield Community College;
B.A., University of Massachusetts

Women’s Resource Center
Rosemarie Freeland
Coordinator/Advocate
A.A., Greenfield Community College;
B.A., Smith College

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Judith G. Singley
Associate Dean
B.S., M.Ed., University of Massachusetts

Nicole J. Crafts
Assistant to the Associate Dean
A.S., Greenfield Community College

Lorraine Gaimari
Assistant to the Associate Dean
A.S., Greenfield Community College

Dawn Josefski
Paramedic Program Director
A.A., Ulster County Community College
B.S., Springfield College

Nancy Staelens
Health Occupations Office Assistant
A.A., Greenfield Community College
B.A., M.Ed., University of Massachusetts Amherst

Elaine Stafford
LPN Office Assistant

Social and Natural Sciences,
Math, Business, and
Technology
Peter C. Rosnick
Associate Dean
B.A., Tufts University;
Ed.D., University of Massachusetts

Linda M. Horta
Assistant to Associate Dean
A.S., A.A., Greenfield Community College

Ronald E. Smith
Science Division Safety Officer
A.S., Greenfield Community College

GCC Foundation
Regina Curtis
Director of Development
A.A., Greenfield Community College;
B.S., Massachusetts College of Liberal Arts;
M.B.A., Fitchburg State College

Allen J. Davis
Executive Director of Annual Giving
B.A., Ed.D., University of Massachusetts

Dorothy Parrill
Staff Assistant
A.S., Greenfield Community College;
B.A., SUNY at Cortland;
M.S., University of Massachusetts

Andrea Carlin
Program Assistant
B.A., University of Massachusetts
Faculty & Staff

GCC Board of Trustees
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Chairman
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Secretary
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Brian Lees
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James Coyle
C. Bernard Fulp
Nancy D. Harrington, Ed.D.
Nancy Hoffman, Ph.D.
Michael Mizzoni
Paul Reville, Ex Officio
Henry Thomas III
Final Exam Schedule

Fall Semester 2010 Final Exam Schedule

Day Division
December 17, 20, 21, 22

If your class meets FOR LESS THAN ONE HOUR on Mon / Wed / Fri
and starts between:

<table>
<thead>
<tr>
<th>Time</th>
<th>Mon</th>
<th>9-9:50 am</th>
<th>10-10:50 am</th>
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<th>1-1:50 pm</th>
<th>2-2:50 pm</th>
<th>3-3:50 pm</th>
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</thead>
<tbody>
<tr>
<td>8-8:50 am</td>
<td>Mon, Dec 20 at 8:00 am</td>
<td>Fri, Dec 17 at 8:00 am</td>
<td>Fri, Dec 17 at 10:30 am</td>
<td>Mon, Dec 20 at 10:30 am</td>
<td>Mon, Dec 20 at 1:00 pm</td>
<td>Fri, Dec 17 at 1:00 pm</td>
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<th>Time</th>
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<td>Mon, Dec 20 at 1:00 pm</td>
<td>Fri, Dec 17 at 1:00 pm</td>
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</tr>
</tbody>
</table>

If your class meets FOR ONE HOUR OR MORE on Mon / Wed, or Wed / Fri
and starts between:

<table>
<thead>
<tr>
<th>Time</th>
<th>Mon</th>
<th>9-9:50 am</th>
<th>10-10:50 am</th>
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<td>Fri, Dec 17 at 10:30 am</td>
<td>Mon, Dec 20 at 10:30 am</td>
<td>Fri, Dec 17 at 1:00 pm</td>
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</tbody>
</table>

If your class meets FOR ONE AND ONE-HALF HOURS OR MORE on Tue / Thu
and starts between:

<table>
<thead>
<tr>
<th>Time</th>
<th>Mon</th>
<th>9-9:50 am</th>
<th>10-10:50 am</th>
<th>11-11:50 am</th>
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<td>Mon, Dec 20 at 10:30 am</td>
<td>Fri, Dec 17 at 1:00 pm</td>
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</tbody>
</table>

Fall Multiple Section Exams:
- Professional Studies, Monday, December 20 at 3:30 pm
- Humanities, Tuesday, December 21 at 3:30 pm
- Business/Math, Wednesday, December 22 at 8:00 am
- Social Sciences, Wednesday, December 22 at 3:30 pm

Notes:
- Thursday, December 23, 2010 is reserved for final exam make-up due to snow cancellation. The schedule will be determined as necessary.
- Final Exams will be held in the regular class meeting room.

Exceptions:
- instructors who choose a multiple section exam time for their final exam will notify students of the final exam date, time, and room assignment several weeks prior to the end of the semester.
- instructors who teach a class that meets Mon / Wed, or Wed / Fri, or Mon / Fri and shares classrooms with other classes will notify students of the final exam room assignment several weeks prior to the end of the semester.
- Classes with a lab will use the lecture period time to determine their final exam.
Final Exam Schedule

Spring Semester 2011 Final Exam Schedule
Day Division
May 17, 18, 19, 20

If your class meets FOR LESS THAN ONE HOUR on Mon / Wed / Fri
and starts between: 8-8:50 am  9-9:50 am  10-10:50 am  11-11:50 am  1-1:50 pm  2-2:50 pm  3-3:50 pm

<table>
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<tr>
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<th>Fri, May 20</th>
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<th>Wed, May 18</th>
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If your class meets FOR ONE HOUR OR MORE on Mon / Wed / Fri
and starts between: 8-9:50 am  10-11:50 am  12-1:50 pm  1-2:50 pm  3-4:50 pm

<table>
<thead>
<tr>
<th>and starts between</th>
<th>Fri, May 20</th>
<th>Wed, May 18</th>
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</table>

If your class meets FOR ONE HOUR OR MORE on Mon / Fri
and starts between: 8-9:50 am  10-11:50 am  12-1:50 pm  1-2:50 pm  3-4:50 pm

<table>
<thead>
<tr>
<th>and starts between</th>
<th>Wed, May 18</th>
<th>Fri, May 20</th>
<th>Wed, May 18</th>
<th>Wed, May 18</th>
</tr>
</thead>
<tbody>
<tr>
<td>8-9:50 am</td>
<td>at 8:00 am</td>
<td>at 10:30 am</td>
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</tr>
</tbody>
</table>

If your class meets FOR ONE AND ONE-HALF HOURS on Tue / Thu
and starts between: 8-9:15 am  9:30-10:45 am  11-12:15 pm  1:30-2:45 pm  2:30-3:45 pm

<table>
<thead>
<tr>
<th>and starts between</th>
<th>Thu, May 19</th>
<th>Tue, May 17</th>
<th>Thu, May 19</th>
<th>Thu, May 19</th>
<th>Tue, May 17</th>
</tr>
</thead>
<tbody>
<tr>
<td>8-9:15 am</td>
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<td>at 9:30 am</td>
<td>at 10:30 am</td>
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<td>11-12:15 pm</td>
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</tbody>
</table>

If your class meets FOR LESS THAN ONE AND ONE-HALF HOURS on Tue / Thu
and starts between: 8-9:50 am  10-11:30 am  12:30-1:30 pm  2:30-3:30 pm

<table>
<thead>
<tr>
<th>and starts between</th>
<th>Thu, May 19</th>
<th>Thu, May 19</th>
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<tbody>
<tr>
<td>8-9:50 am</td>
<td>at 8:00 am</td>
<td>at 10:30 am</td>
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</tbody>
</table>

Spring Multiple Section Exams:
- Business/Math, Tuesday, May 17 at 8:00 am
- Social Sciences, Tuesday, May 17 at 3:30 pm
- Professional Studies, Thursday, May 19 at 3:30 pm
- Humanities, Friday, May 20 at 3:30 pm

Notes:
- Final Exams will be held in the regular class meeting room.
- Instructors who choose a multiple section exam time for their final exam will notify students of the final exam date, time, and room assignment several weeks prior to the end of the semester.
- Instructors who teach a class that meets Mon / Wed, or Wed / Fri, or Mon / Fri and shares classrooms with other classes will notify students of the final exam room assignment several weeks prior to the end of the semester.
- Classes with a lab will use the lecture period time to determine their final exam.
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Directions to Greenfield Community College

Greenfield Community College is conveniently located near the intersection of Interstate 91 and Route 2.

From the north, south, or east (from the east, take Route 2 to I-91 south first)

Take exit 26 off I-91 and follow the traffic rotary to Route 2 west. Once on Route 2, take an immediate right at the traffic light onto Colrain Road. We are located on College Drive, six-tenths of a mile ahead on the left.

From the west

Turn left at the traffic light onto Colrain Road just before the I-91 rotary. We are located on College Drive, six-tenths of a mile ahead on the left.
2010-2011 Academic Calendar

Please note: Dates listed on academic calendars relate to full semester classes only. Calendars for classes with a modified schedule, e.g., extended weeks, reduced weeks, etc., are available in the Registrar's Office.

FALL SEMESTER 2010

Aug 31 Last day of classes
Sept 6 Labor Day - day classes meet as scheduled, evening classes meet as scheduled
Sept 10 Final grades due electronically by 10:00 a.m.

SUMMARY SESSION I - 2011

Dec 20 Last day to drop/withdraw from credit courses/partial tuition refund
Dec 23 Last day to drop/withdraw with a grade of “W”
Dec 28 Final grades due electronically by 10:00 a.m.

SUMMARY SESSION II - 2011

Jan 10 Last day to add classes
Jan 13 Last day of classes
Jan 14 Professional Half Day (MCCC) - day and evening classes meet as scheduled
Jan 17 Martin Luther King, Jr. Day - no classes
Jan 18 Last day to drop/withdraw with a grade of “W”
Jan 25 Reversal for final exam make-up due to snow cancellation
Jan 27 Final grades due electronically by 10:00 a.m.

SPRING SEMESTER 2011

Feb 21 Presidents' Day - no day or evening classes
Feb 22 Last day to add day and evening classes
Feb 28 Reversal for final exam make-up due to snow cancellation
Mar 14 Columbus Day - no day classes; evening classes meet as scheduled
Mar 16 Last day to drop/withdraw from credit courses/50% tuition refund
Mar 20 Spring Recess - no day or evening classes
Mar 21 Early Progress Reports due electronically by 200 p.m.

SUMMER SESSION I - 2011

May 23 Classes begin
May 27 Last day to drop/withdraw from credit courses/50% tuition refund
May 30 Memorial Day - no day or evening classes
Jun 8 Last day to drop/withdraw - No Record - credit classes
Jun 17 Bunker Hill Day (observed) - day and evening classes meet as scheduled
Jun 20 Early Progress Reports due electronically by 200 p.m.
Jun 27 Last day of classes

SUMMER SESSION II - 2011

Jul 4 Independence Day (observed) - no day or evening classes
Jul 7 Last day of classes
Jul 13 Last day of classes
Jul 18 Final grades due electronically by 10:00 a.m.

Spring registration for current students begins
Apr 1 Advising Day - no day or evening classes
Apr 4 Fall registration for current students begins
Apr 8 Last day to drop/withdraw with a grade of “W”
Apr 13 Day classes follow a Monday schedule. Evening classes follow a Wednesday schedule
Apr 18 Patriots Day - no day or evening classes meet as scheduled
Apr 28 Spring registration for current students begins
May 9 Last day to add classes
May 15 Last day of classes
May 17 Final Exams
May 24 Final grades due electronically by 10:00 a.m.
May 26 Professional Half Day (MCCC)
May 31 Commencement

FALL SEMESTER 2010

Aug 27, 28, 30, 31, Sep 1 Enrollment Dates
Aug 30 New Staff and Faculty Orientation
Aug 30 Professional Half Day (MCCC)
Aug 31 New Student Orientation
Aug 1 Opening Day for faculty and staff
Aug 2 Day and evening classes begin
Aug 9 Last day to add day and evening classes
Aug 16 Last day to drop/withdraw from credit courses/50% tuition refund
Sep 30 Incomplete (IN) grades converted to “F”
Oct 5 Last day to drop/withdraw - No Record
Oct 5 Columbus Day - no day classes evening classes meet as scheduled
Oct 20 Day classes follow a Monday schedule. Evening classes follow a Wednesday schedule
Oct 27 Early Progress Reports due electronically by 200 p.m.

JANUARY INTERSESSION 2011

Jan 4 Classes begin
Jan 5 Last day to add classes
Jan 6 Last day to drop/withdraw from credit courses/100% tuition refund
Jan 10 Last day to drop/withdraw - No Record
Jan 11 Early Progress Reports due electronically by 200 p.m.

JANUARY INTERSESSION 2011

Jan 4 Classes begin
Jan 7 Martin Luther King, Jr. Day - no classes
Jan 10 Last day of classes
Jan 11 Early Progress Reports due electronically by 200 p.m.

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**PLEASE NOTE** these important numbers and web addresses

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Phone the college’s main number (413) 775-1000 or visit www.gcc.mass.edu for offices not listed above.