

**FIRST ADDENDUM OF THE
2013-2014 BUNKER HILL COMMUNITY COLLEGE CATALOG**

All of the changes in this addendum can be found in the online version of the college catalog on the BHCC website.

ARTICULATION AGREEMENTS

Associate in Arts

- A.A. in Business Concentration: Marian Court College – Business Administration

Associate in Science

- A.S. in Criminal Justice: Marian Court College – Criminal Justice
- A.S. in Human Services: Assumption College – Human Services and Rehabilitation Studies

Articulation Agreements with Newbury College

AA Degree Earned from BHCC	BA Degree Earned from Newbury College
Business Concentration	Business Concentration/ Business Management/ Health Care Management/ Marketing/ Sports Management
Computer Science Concentration	Computer Science
Psychology	Psychology
AS Degree earned from BHCC	BS Degree Earned from Newbury College
Business Administration (Accounting Option)	Accounting
Business Administration (International Business Option)	International Business
Business Administration (Management Option)	Business Management
Computer Science Transfer Option	Computer Science
Criminal Justice	Criminal Justice
Culinary Arts	Culinary Management
Hotel/Restaurant Program/ Hotel Restaurant Management Option	Hotel Administration
Media Communications Option	Concentration in Mass Communications
Paralegal Studies	Paralegal Studies

GENERAL SERVICES

Green Car Parking Permit

- BHCC offers parking incentives for students who drive fuel efficient and low emissions vehicles. A limited number of free Green Parking permits are available each semester. These are assigned on a first come-first serve basis. To receive the incentive, vehicles must be rated with the “Smartway” leaf in the EPA's Green Guide. To determine eligibility, go to: www.epa.gov/greenvehicles/ and look up your vehicle’s year; make and model. If your vehicle qualifies, please contact the Office of Sustainability Management to process a Green Car Parking Permit application at GreenParking@bhcc.mass.edu.

COURSE MODIFICATIONS AS OF MAY 2013

Page 174: **ACC-204 Federal Income Tax II** (3 Credits)

- Prerequisite: ACC-203 Federal Income Tax I and Permission of Dean or Chair approval.

Page 186: **CIT-299N Networking Internship**

- This course is now titled **CMT-299 Web Development Internship** – This course provides students with hands-on experience in Web Development. The course is an internship approach to learning. This course provides a solid foundation to understanding the types of jobs available to students with Web Development skills and what it is like to work in the Web Development field. Students will acquire a first-hand perspective of employer's expectations and levels of satisfaction. Students will become more successful with the interview process since they will have had real world experience and/or an understanding of what will be expected to them in the pursuit of a Web Development career. Prerequisite: Chair approval.

Page 187: **CMT-111 HTML & Dreamweaver** (3 Credits)

- Co-requisite: CMT-125 Cascading Style Sheets

Page 200: **GOV-211 Comparative Government** (3 Credits)

- Prerequisites: 12 credits successfully completed including ENG-111 College Writing I and with at least one course being HIS-102 History of Western Civilization from the Renaissance; HIS-112 World Civilization from 1500; HIS-152 United States History: Reconstruction to the present, GOV-101 Government/Politics in US or GEO-101 World Regional Geography.

Page 206: **MAN-112 Organizational Behavior/ Design** (3 Credits)

- Prerequisites for this course are ESL-098 Academic Reading III and ESL-099 Academic Writing III or RDG-095 Reading Skills II

Page 224: **VMA-204 Drawing II** (3 Credits)

- This course is now titled **VMA-204 Figure Drawing** – Students draw from the model as a means of understanding form, shape and line gaining experience with a variety of drawing Medias. Figure Drawing emphasizes shorter poses as training in immediate response to gesture and form. This course serves as a requirement and preparation for intermediate level and concept-based studio courses such as Ideas in Art, Fine Arts Studio, Observational Drawing and Multi-level Studio Classes. Prerequisites: VMA-104 Drawing I.

Page 224: **VMA-122 Painting I** (3 Credits)

- This course is now titled **VMA-222 Painting I for Fine Arts** – Painting I for Fine Arts introduces students to the fundamentals of painting with heavy body paints and mediums. Working from observation, students will gain the basic skills necessary to control the value, color, texture and composition of the paintings they create. They will develop visual problem solving skills and critical vocabulary through group critiques and individual meetings. This course will leave them with a basic understanding of how to build a personalized, sustainable painting practice. Prerequisite: VMA-104 Drawing I.

NEW COURSES AS OF MAY 2013

ACC-299 Massachusetts Department of Revenue Internship (3 Credits)

- This course enhances the academic experience for students. All internships take place at the Massachusetts Department of Revenue site. Students will engage in activities that improve knowledge of the practical world of taxation and auditing and help them gain professional experience. The internship experience applies resources gained from students' program of

study to improve the quality of their contributions to the employer. Students are responsible for following all guidelines in the BHCC Internship Handbook. Prerequisites: ACC-505 Mass Tax Law I and Permission of Dean/Chair Approval.

ACC-505 Mass Tax Law I

(3 Credits)

- After an Introduction to the Massachusetts General laws relating to taxation and the organization and role of the Massachusetts Department of Revenue, this survey course will focus on the Massachusetts statutory provisions relating to miscellaneous excises, the taxation of individuals and corporations, including the administration and enforcement of these provisions by the Massachusetts Department of Revenue. Other areas of study covered in this course include: filing requirements for major tax types; assessment and collection of taxes; examination and abatement. This course is critical for students to gain an understanding of specific taxation laws that pertain to the Commonwealth of Massachusetts. Prerequisite: ACC-204 Federal Income Tax II.

ACC-507 Accounting Forensics

(3 Credits)

- This course introduces students to the auditing process and prepares them to perform forensic audit and examination in conformity with pertinent industry standards. Students will learn comprehensive perspectives and skills in regard to occupational fraud and the technicality of fraud examination including searching accounting information, obtaining documentary evidence, interviewing witnesses and potential suspects, and conducting forensic document examination. This course will also provide electronic techniques required to audit. Prerequisite: ACC-102 Principles of Accounting II.

CMT-504 3D Modeling and Sculpting

(3 Credits)

- This course will teach the student the processes and techniques of modeling and sculpting 3D characters and objects using Autodesk Mudbox software. The student will be taught the skills required to create production-ready 3D digital artwork for the game, film, television and design industries. The student will be taught how to paint directly onto high-resolution 3D models, paint multiple material channels, execute texture baking, create accurate normal, displacement and ambient occlusion maps, render quality results directly in the viewport and to employ seamless integration with other 3D software applications. Prerequisite: CMT-121 Maya Foundations.

INT-299 Learn and Earn Internship

(3 Credits)

- This course enhances the academic experience for students. All internships take place at pre-approved sites. Students engage in activities that improve knowledge of the practical world of business and help them gain professional experience. The internship experience applies resources gained from students' study to improve the quality of their contributions to the employer. A faculty coordinator supervisors and grades all courses. Students are responsible for following all guidelines in the BHCC Internship Handbook. Prerequisite: Chair Approval. (Students will have to participate in an interview at BHCC and at the potential interview site).

VMA-222 Painting II for Fine Arts

(3 Credits)

- This studio course provides intermediate instruction to students that possess the basic painting skill set framed by Painting II. Through observational painting students will continue to increase their facility with the heavy body paints while learning more advanced techniques. This course also serves as an introduction to portraiture and figure painting while providing them with a framework to begin experimenting with personal aesthetics (style). They will exercise their visual problem solving skills and increase their critical vocabulary through group critiques and individual meetings. This course will help them begin building their own sustainable painting practice. Prerequisite: VMA-122 Painting I for Fine Arts.

VMA-225 Observational Drawing (3 Credits)

- This course provides students with intermediate to advance instruction in drawing from direct observation. Working from life students will master the relationship between value, form and space while experimenting with various drawing materials, implements, techniques and strategies. Through group critiques and individual meetings they will exercise their visual problem solving skills and increase their critical vocabulary. This course will provide the necessary foundation upon which to build a sustainable drawing practice. Prerequisite: VMA-204 Figure Drawing.

VMA-227 Ideas in Art: Fine Arts Studio (3 Credits)

- What topic should my artwork discuss? How should this project manifest? Why am I making this? These questions comprise the three basic considerations that perform an artwork's concept; the subject ("the what" or the topic); form ("the how" or the format) and the content ("The why" or the artist's intention). Ideas in Art students will explore how to successfully apply these essential conceptual considerations to a creative practice. Students will examine their own motives while investigating broader topics introduced through readings, writings and workshops. Studio art projects encourage the evolution of personal style as students gain exposure to an array of contemporary and historical conceptual frameworks. Students will exercise conceptual and visual problem solving skills through group critiques and individual meetings. This course will help students begin building a visually and conceptually enriched art practice. Prerequisite: VMA-204 Figure Drawing or VMA 122 Painting I for Fine Arts.

VMA-237 Multi-Level Art Studio (3 Credits)

- The Multi-Level Studio is designed to accommodate above beginning level fine arts students as they hone their creative practice within a skill-based curriculum. The emphasis of this course is to provide students with the space and guidance to develop projects of their own design. Applicable formal and conceptual considerations will be explored by investigating contemporary and historical practices. Students will exercise their conceptual and visual problem solving skills through group techniques and individual meetings. This course will conclude the presentation of an aesthetically and conceptually original art portfolio from each student. Prerequisite: VNA-227 Ideas in Art: Fine Arts Studio

PROGRAM MODIFICATIONS AS OF MAY 2013

Pages 59; 61-64 and 69: **Associate in Science Degree: Business Administration Program (Accounting Option; Entrepreneurship Option; Finance Option; International Business Option and Management Option) and International Business Certificate Program**

- These programs now include **ACC-299 Massachusetts Department of Revenue Internship**. This new internship course has been added to the top of this page.

[Please go to the online version of the catalog and click on *Programs of Study* followed by *Programs by Department* to view revised grids #2; #4; #5; #6; #7 and #12 under Business Administration]

Page 96: **Web Development Option**

- Course modifications have been made at the top of this page.

[Please go to the online version of the catalog and click on *Programs of Study* followed by *Programs by Department* to view revised grid #39 under Computer Media Technology]

Page 128: **Associate in Science Degree: Respiratory Therapy Program**

- Bunker Hill Community College will not be accepting students into this program for the 2013-2014 academic year.

Page 129: **Central Processing Certificate Program (Sterile Processing and Distribution Management)**

- **AHE-117 Communication Skills for Health Care** will replace ACC-101 Principles of Accounting I
- **PROGRAM OVERVIEW**
This evening program prepares working students to enter this expanding field as Certified Central Processing Technicians. The program also prepares students to assume leadership roles within the profession, through a blend of clinical skills and business concepts. The program prepares students in computer competency, communication skills, medical terminology, central processing functions, central processing skills and regulations.

[Please go to the online version of the catalog and click on Programs of Study followed by Programs by Department to view revised grid #68 under Surgical Technology]

Page 135: **Practical Nursing Certificate Program**

- Tuition and Fees – For Massachusetts Residents.....\$8,734.00
Licensure Application/ Exam Fees.....\$430.00

NEW PROGRAMS– AS OF MAY 2013

Associate in Science Degree: Fine Arts Option

- New courses for this program have been added to the top of this page.
[\[View new grid\]](#)

Taxation Certificate Program

- New courses for this program have been added to the top of this page.
[\[View new grid\]](#)

GENERAL EDUCATION REQUIREMENTS

REQUIREMENT 3: World View

HIS-101 Western Civilization to the Renaissance has been added
PHL-113 Religions of the Middle East has been removed

REQUIREMENT 5: Science and Technology

ENV-113 Survey of Renewable Energy has been added

REQUIREMENT 4: Quantitative Thought

MAT-194 College Algebra for STEM* (This course is required only for specific majors in the STEM and Business fields.

DEGREES CONFERRED OF STAFF AND FACULTY AS OF MAY 2013

Robert Barrows

Director of Public Safety and Chief of Police

A.S. North Shore Community College; B.S., M.S. Salem State University

Katielynn Turner Getty

Coordinator of Online Student Support Services
BHCCOnline/ Weekend College
A.A. Bunker Hill Community College; B.A. Wellesley College;
J.D. The New England School of Law

LaToya Robinson

Director of STAND & pathways to Prosperity Programs
Nurse Education, Medical Imaging & Respiratory Therapy
A.S., B.S. New England Institute of Art

Debra D. Rowe

Accountant III
Business Office
A.A. Bunker Hill Community College

NEW AND PROMOTED STAFF AND FACULTY AS OF APRIL/MAY 2013

Mirna Abarca

Special Programs Coordinator (Science Lab Manager)
B.S. University of El Salvador

Guy Armand

Project Manager
Pathways Technology Campus at Villa Victoria
B.S. Northeastern University

Lori Johnson

Assistant Professor (Clinical Laboratory Instructor)
Nurse Education Department
A.S. Finger Lakes Community College; B.S. Roberts Wesleyan College;
M.S. Walden University

Misty Kemp

Director of the Veterans Center
B.S. Embry-Riddle Aeronautical University; M.Ed. Northern Arizona University

Colleen Poulin

Success Coach (Academic Counselor)
Advising/Counseling & Assessment Center
B.A. Framingham State University; M.Ed. Suffolk University

Maria Kathleen Puente

Professor & Chairperson
Behavioral Science Department

Khari Roulhac

Director of Athletics
B.A. UMASS Amherst; M.Ed. Fitchburg State University

Linda Walsh

Coordinator of Student Assessment
Advising/Counseling & Assessment Center
B.A. Curry College; M.Ed. Boston University

SENIORITY ADJUNCT FACULTY

Mark Adams

Medical Imaging

Karin Anell

Behavioral Sciences

Laurie Arsenault

Nurse Education

Patricia Bamford

Medical Imaging

Temitayo Banjo

Computer Media Technology/ Visual & Media Arts

Deborah Barrett

English as a Second Language

Samira Belaoun

Foreign Language

Mustapha Benaoui

Mathematics

Annette Benedetto

Fire Science

Joan Brenner

Science & Engineering

Brandy Brooks

History/Social Science

Brian Byrnes

Behavioral Science

Denise Cady Arbeau

English

Tonn Cao

Behavioral Science

Shirley Cassara

Behavioral Science/ Learning Communities

Robert Carlson
Mathematics

Christopher Cavallero
Visual & Media Arts

Peter Chambang
Behavioral Science

Jose Chaves
Business

Vincent Chiachio
Computer Information Technology

Howard Christian
Business

Michael Collins
Business/ Learning Communities

Richard Colvario
Computer Information Technology

David Cox
Science & Engineering

Cynthia Cummings
History/ Social Science

Rosana Darang
Nursing

Kathryn Davis
English

Susan Demarest
English

Erin S. DeMaura
Mathematics

Indralakshmi Din-Dayal
Foreign Language

Robert Doyle
Allied Health

Martha Egan
English

Jennifer Elwell O'Donnell
Science & Engineering

Christopher Faust
Visual & Media Arts

Stuart Feinberg
English

Clifford Fernandez
Business

Domenic Feroce
Business

John Fiske
English

Ellen Ford
Mathematics

Arthur Fournier
English as a Second Language

Francis Garvin
Fire Science

Cynthia Gonnella
Science & Engineering

Paul Grabianowski
English

Donna Grieco
Computer Information Technology

Joseph Guarnera
Fire Science

Sanjoy Hazra
Computer Information Technology

Doug Holder
English

Marika Jamacochian
Medical Imaging

Martha Jancaitis
English

Marek Janota Bzowski
Mathematics

Andrew Jeglinski
History/Learning Communities/Social Science

Carolyn Jordan
Office Information Management

Bruce Joziatis
Medical Imaging

Cheryl Kelly
Behavioral Science

Christopher Kelly
Computer Information Technology

Kristen Kirby
Science & Engineering

Melody Lee
English

Daesig Lee
Business

Marie Lindahl
English

Christina Madek
Business

Rosalind Mann
Early Childhood Education/ Human Services

Shirley MacKenzie
Mathematics

Andrew McLaughlin
Medical Imaging

Anne Monahan
Nurse Education

Deborah Morin
English

Abdessamad Naboulsi
Computer Information Technology

Perry Navleris
Science & Engineering

Brian Newquist
Mathematics

Jennifer O'Hare

Business

Thomas Olivieri

English

Monique Palix-Robasson

Foreign Language

Kenneth Paulsen

History/ Social Science

Michelle Payne

History/ Social Science

Jeffrey Pearlman

History/ Social Science

Lori Pennel

Business/ Mathematics

Gail Peretti

Mathematics

Diane Perito

Science & Engineering

Sarah Philbrick

Visual & Media Arts

Gerald Porter

Business/ History/ Social Science

Deanna Putnam

History/ Social Science

Hao Quach

Science & Engineering

Natalia Radziejewska

English as a Second Language

Paula Reveliotis

Science & Engineering

Dennis Ricupero

Science & Engineering

Paul Rivers

Business

Anna Rodriguez

Allied Health

Nancy Rosen
Behavioral Science

Louis Rossi
Business

Samuel Ruddick
English

Clayton Ryan
Behavioral Science

Mary Sceppa
Mathematics

Christopher Schiavone
History/ Social Science

Chandrika Shah
Learning Communities/History/Social Science

Mark Sheehan
Business/History/Social Science

Craig Silvestri
Business

Jason St. Pierre
History/ Social Science

Sandra Starr
Behavioral Science

Christopher Schiavone
History/ Social Science

Chandrika Shah
History/ Social Science

Beverley Steitz
Office Information Management

Thomas Stranger
Business

Thomas Tassinari
Behavioral Science

Amy Tortorella
Science & Engineering

Albert Vasile
English

Richard Wakefield
History/ Social Science

Ray Welliver
Business

Helen Wiseman
English

Zhifang Yin
Mathematics

James Zaks
Science & Engineering

7.3.13



12A Taxation Certificate Program

COURSE TITLE	COURSE NUMBER	SEMESTER TAKEN	CREDITS	PREREQUISITES
Applications/Concepts or	CIT110			ESL098 or RDG095 or placement
Decision Support using MS Excel	CIT234		3	CIT110 or CIT113 or CIT120 or equivalent experience or Chair approval
Accounting Forensics	ACC507		3	ACC102
Accounting Information Systems	ACC105		3	ACC101; ENG095 or placement and ESL098 or RDG095 or placement
Federal Income Tax I	ACC203		3	ACC102
Federal Income Tax II	ACC204		3	ACC203 and Permission of Dean or Chair approval
Mass Tax Law I	ACC505		3	ACC204
Internship at DOR/ Mass Tax Law II	ACC299		3	ACC505 and Permission of Dean or Chair approval
Elective - Select one:				MAT097 or placement
Intermediate Accounting I or Intermediate Accounting II or Professional Communication or Volunteer Income Tax Assistance	ACC201 ACC202 BUS207 ACC205		3	ACC102 ACC201 ENG111 ACC203
TOTAL CREDITS			24	

The Business Administration Department at Bunker Hill Community College is a collegial, student-centered learning community dedicated to providing an innovative, creative, and relevant education in business disciplines to a diverse student population. We strive to maximize student success by placing graduates in a competitive position when seeking employment in a business environment or upon transfer to a four-year academic institution, ultimately empowering them to compete responsibly and successfully in today's global business environment.

OPTION OVERVIEW

The Taxation Certificate Program prepares students with an intensive, practical application of skills and decision making demanded by the taxation and auditing profession. Students will develop technical, communications, critical thinking, quantitative, and human relation skills needed to be competitive in this field.

This option provides students with the skills needed for entry level positions found in the taxation and auditing field. Students will participate in a hands-on internship experience at the Massachusetts Department of Revenue, affording them a first-hand look at the inner workings of the taxation and auditing profession.

CAREER OUTLOOK

This option qualifies graduates to seek employment with businesses conducting taxation and auditing operations that correspond to the required career electives.

UPON COMPLETION OF THIS PROGRAM, GRADUATES WILL BE ABLE TO:

- Build an understanding of steps required to perform both internal and independent audits;
- Understand the workings and concepts of tax law as it pertains to the business transactions of varied business entities;
- Identify the conditions that lead to the detection of fraud;
- Demonstrate competencies regarding the auditor's objectives and procedures in selected areas of the audit, emphasizing the business cycles.
- Recognize and apply the general rules of accounting related to taxation and auditing;
- Demonstrate a mastery of design of audit programs for financial statement audits;
- Demonstrate conceptual and analytical skills acquired through course work and relate to thoughtful analysis of financial and non-financial data;
- Understand the legal and ethical challenges faced by auditors and remedies for these situations.

PROGRAMS OF STUDY



106A

Associate in Science Degree: Fine Arts Option

COURSE TITLE	COURSE NUMBER	SEMESTER TAKEN	CREDITS	PREREQUISITES
GENERAL EDUCATION COURSES				
College Writing I	ENG 111		3	ENG095 and ESL098 or RDG095 or placement.
College Writing II	ENG 112		3	ENG 111
Individual / Society	From Area 2		3	
World View	Area 3 satisfied by program			
Quantitative Thought	From Area 4		3	
Scientific View of the World	From Area 5		4	
Humanities	Area 6 satisfied by program			
CONCENTRATION COURSES				
VMA Freshman Seminar	VMA 100 satisfies LCS requirement		3	ENG095 and MAT093
Two-Dimensional Design	VMA 102		3	ENG095 and MAT093
Drawing I	VMA 104 satisfies Area 6		3	ENG095
Figure Drawing (formerly Drawing II)	VMA 204		3	VMA 104
Introduction to Mass Media	VMA 111 satisfies Area 3		3	ENG095 and MAT093
Art History Prehistoric to Medieval	VMA 112		3	ENG095 and MAT093
Art History Renaissance to Contemporary	VMA 113		3	ENG095 and MAT093
Three-Dimensional Design	VMA 103		3	VMA 102
Painting I for Fine Arts	VMA 222		3	VMA 104
Painting II for Fine Arts	VMA 225		3	VMA 222
Observational Drawing	VMA 226		3	VMA 204
Digital Photography Techniques	VMA 261		3	VMA 102
Ideas in Art: Studio for FA	VMA 227	Fall	3	VMA 204 or VMA 222
Multilevel Studio	VMA 228	Spring	3	VMA 227
Career Elective (2)			6	
TOTAL CREDITS			64	

PROGRAM DESCRIPTION

This program prepares students for transfer into a four-year studio intensive program in Fine Arts. A fine arts education provides students with a highly versatile skill set that can be translated into successful careers within and outside of the arts. Gaining technical mastery over the foundational basic elements of art and principles of design provides them the flexibility to produce compelling artwork in any medium; skills with obvious, translatable commercial value.

CAREER OUTLOOK

Career tracks include: Fine Arts, Commercial Arts, Graphic Design, Photography, Sculpture/3-D Designer, Illustration, Animation, Filmmaker, Videography, Architecture/Interior Architecture, Fashion Designer, Art Therapy, Art Education, Art Criticism & Theory, Art Historian, Art Critic, Curator, Gallerist/Art Dealer, Video Game Designer, Audio/Visual Artist, Audio Technician, Web Designer, Display Designer, Product Designer and the list can go on. Students of all these tracks receive the same foundational curriculum within a typical Four-Year Art College.

PROGRAM OBJECTIVES:

Building foundational skills such as: observational drawing, principles of design, color theory, concept development. production of a portfolio for acceptance/advanced placement into a four-year studio intensive B.F.A program