Bunker Hill Community College

Summer ’13

Credit Courses

Day • Evening • Midnight • Weekend • Web • Distance Learning • Self-Directed Learning
The Higher Education Opportunity Act (HEOA) Textbook Provision
(Effective July 1, 2010)

What does this mean to students?

- Prior to or during registration, students will be provided with accurate course material information including the International Standard Book Number (ISBN) and retail price when available for each course listed in this course schedule booklet, or may otherwise indicate “to be determined”.

- Course material information is listed on the college bookstore web page at http://bhcc.bncollege.com. Students may click on the textbook tab at the top of the page and follow the directions.

Why is this important to students?

- Students are given the convenience of buying their books at the same time they register with the added assurance that they are buying the right books for the right course;

- Students are made aware of the total cost of the course: tuition, fees, textbook, and materials;

- Students are provided information on whether or not a book is required or recommended, giving students the option to purchase.
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Registration for Summer 2013 Courses
Begins on April 16, 2013
Currently Enrolled Students May Register
on April 9, 2013

Registration Options
Continuous Walk-in registration
Beginning April 16, 2013:
Non-degree seeking students and new students may register at the Admissions and Registration desk, located in the Main Lobby of B-building on the Charlestown Campus, and at the Enrollment Office on the Chelsea Campus on the following days and times:
- Mondays - Wednesdays: 8:30 a.m.-7:00 p.m.
- Thursdays: 11:00 a.m.-7:00 p.m.
- Fridays: 8:30 a.m.-4:00 p.m.

Online:
Currently enrolled students are required to register online using their myBHCC account. Registration for currently enrolled students begins April 9, 2013. To access online registration log in to our BHCC website (www.bhcc.mass.edu) and click on myBHCC or BHCC Portal. If you have a problem logging in, please contact the student help line at 617-228-3441. If you have problems registering for class, please contact the Registrar’s Office at 617-228-2403 or visit the Admissions and Registration desk, 2nd floor, main lobby, main campus or Enrollment Services on the Chelsea Campus. Paper registrations will only be accepted at the Admissions and Registration desk for students with special circumstances as referred by an advisor.

By fax:
Students registering by fax must complete the registration form on the inside back cover of this publication and fax the form with all required documents and full tuition payment (see payment information on page 3) to 617-228-3481 by the deadline listed in the Academic Calendar. Registrations received by the close of business (7:00 p.m.) will be processed the same day. Registration received after the close of business (7:00 p.m.) will be processed the next business day. A confirmation will be mailed to you.

Community Education (Non-Credit Courses)
Students may register for Community Education courses throughout the semester. Community Education courses are non-credit classes taken to enhance computer skills, improve performance in the workplace, sharpen artistic skills, or for personal enrichment. Students who wish to register for a non-credit course may register in person at the Admissions and Registration desk on the Charlestown Campus, 2nd floor, Main Lobby or by contacting the Community Education Office at 617-228-2462. Payment is required at the time of registration. The cost of each course is listed beside the title of the course. Contact the Community Education Office for further information.

All students registering for Summer 2013 Classes Must:
1. Show a valid government issue photo ID (if in person); and
2. Provide or have provided a completed Application for Massachusetts In-State Tuition form (pages 31-32) and all supporting documentation to receive the in-state tuition rate; and
3. Provide proof of meeting course prerequisites:
   A placement test or completion of appropriate BHCC coursework; or provide a transcript from another accredited institution verifying completion of appropriate coursework with a passing grade.
4. Pay for courses at the time of registration or make payment arrangements.

Summer 2013 Session Dates
Summer .................................................................June 3-July 11
Bridge Session ..........................................................June 3-July 25
Academic ESL Session ........................................... June 3-August 1
Web Courses ....................................................... June 3-August 22
Center for Self-Directed Learning (CSDL) .......June 3-August 15
Session II ...........................................................July 15-August 22
Summer 2013 Academic Calendar

Summer Session I, Bridge Session & Academic ESL Session

Last day to register by fax for Session I, Bridge, ESL & Web courses .................................................. May 30
Last day to register for Session I, Bridge, ESL & Web courses .............................................................. May 31
Session I, Bridge, ESL & Web courses - Classes begin .......................................................................... June 3
Session I, Bridge, ESL & Web courses schedule adjustment (add/drop) deadline ................................. June 5
Registered students only - a student may not add a course that has already met.

Last day for Session I course withdrawal .................................................................................................. June 26
Last day to register for CSDL courses ...................................................................................................... June 28
Independence Day - College closed ........................................................................................................ July 4
Last day for Bridge session course withdrawal ........................................................................................ July 5
Last day for Academic ESL session course withdrawal ........................................................................... July 10
Session I courses - Classes end ................................................................................................................ July 11
Bridge Session courses - Classes end ....................................................................................................... July 25
Last day for CSDL and Web course withdrawal ...................................................................................... July 31
ESL Credit Session courses - Classes end ................................................................................................. August 1
CSDL courses end ........................................................................................................................................ August 15

Summer Session II

Last day to register for credit courses by fax for Session II courses ......................................................... July 11
Last day to register for Summer Session II courses .................................................................................. July 12
Session II courses - Classes begin ............................................................................................................ July 15
Session II schedule adjustment (add/drop) deadline ................................................................................ July 17
Registered students only - a student may not add a course that has already met.

Last day for CSDL and Web course withdrawal ...................................................................................... August 7
Last day for Session II course withdrawal ................................................................................................. August 15
CSDL courses end ........................................................................................................................................ August 15
Session II courses - Classes end .............................................................................................................. August 22

BHCC recommends all students check their BHCC email for important campus-wide notifications and announcements, as well as BHCConline course-related information.
Tuition and Fees

All students (except those taking health courses), whether they study during the day, evening, or both, will be charged the same amount per credit. Registering for the summer sessions require payment at the time of registration. Payment plans are not available for summer sessions. Financial Aid is not available to students who are not enrolled in a degree or certificate program during the 2012-2013 academic year. The cost of tuition and fees listed in this publication are subject to change.

**Massachusetts Residents (MA)**

<table>
<thead>
<tr>
<th>Per credit</th>
<th>$141/credit</th>
</tr>
</thead>
<tbody>
<tr>
<td>Per credit: $24 Tuition/$112 College fees/$5 Technology fee.</td>
<td></td>
</tr>
</tbody>
</table>

To qualify for MA rate, complete the in-state tuition form on pages 35-36.

**Non-Massachusetts Residents & International Students**

<table>
<thead>
<tr>
<th>Per credit</th>
<th>$347/credit</th>
</tr>
</thead>
<tbody>
<tr>
<td>Per credit: $230 Tuition/$112 College fees/$5 Technology fee.</td>
<td></td>
</tr>
</tbody>
</table>

**The New England Regional**

**Student Program**

<table>
<thead>
<tr>
<th>Per credit</th>
<th>$153/credit</th>
</tr>
</thead>
<tbody>
<tr>
<td>Per credit: $36 Tuition/$112 College fees/$5 Technology fee.</td>
<td></td>
</tr>
</tbody>
</table>

Available to students from RI, CT, NH, ME, & VT that are approved by the Registrar.

**Health and other High-Cost Courses**

Additional $35/credit fee for all AHE, CTC, EMT, MAC, MIG, MLT, MRC, NUR, PNP, RTH, SGT, SON, or VSN courses.

**Other Charges**

**Returned Check Fee**

$30

**Stop Payment/Reissue Check Fee**

$20

**Liability Insurance Fee**

$20

**BHCC OneCard Replacement Fee**

$20

**Parking Permit Fee**

$30

Student Parking Permits are available for purchase, at any time, without waiting in line. Go online to onlineservices.bhcc.mass.edu Click on “Students”, and then click on “Purchase a Parking Permit”. Complete the application and pay the required fee. Permits will be mailed to the address entered on the application. Be sure to enter your address correctly as we are not responsible for lost, stolen, or missing permits.

Allow seven (7) days for mailing. You may display your purchase receipt on your dashboard until permit arrives.

To obtain a permit the following items are required:

- A BHCC identification number
- A current BHCC registration
- A current driver’s license
- Vehicle registration information
- Payment in the amount of $30 by American Express, Discover, Master Card, VISA, and personal checks accepted online.

Only one permit per student will be issued. Note: Students whose accounts are in default will not be issued a permit. The cost for a replacement permit is $50.

**Payment**

Payment is due at the time of registration. Failure to pay will result in your unpaid courses being dropped at the close of business (7:00 p.m.) on the day of registration. BHCC accepts personal checks, money orders, American Express, Discover, MasterCard or VISA.

You may pay:

- Online at http://onlineservices.bhcc.mass.edu (select Student Menu and then select “Make a Payment”).
- By express drop box located outside the Student Payment Office window, Room B219, for check and credit card payments using the envelopes provided.
- By phone by dialing 1-866-519-0785. Processing phone payments may take at least 48 hours to appear on your account in web advisor, however your account will be noted by the end of the business day (7:00 p.m.).
- Using financial aid funds. Students enrolled in certificate/degree programs at the College during the 2012-2013 academic year who received financial aid, may be eligible for financial aid funds for the summer. Interested students should see the Financial Aid Office, Room B213 prior to registering for summer courses.

Payment/Billing for students registering online:

For students registering on the web, a statement at the bottom of the confirmation page indicates payment due at the time of registration. Students must check Account Summary to view the amount due. Students must pay in full at the time of registration or have made prior arrangements with the Student Payment Office or unpaid courses will be dropped. Please check your academic and financial record before logging out to confirm that registration and payment was recorded; click on Account Summary to view your financial record and My Class Schedule. Please note it is your responsibility to continually check your BHCC email for information on any adjustments made to your schedule. It is important for you to check with the Financial Aid Office if registering for less than 6 credits.

**Third Party Billing**

Students may submit a third party commitment letter or purchase order from an employer, etc. which allows the College to bill that party directly with no restrictions. Documentation must be presented at the time of registration. Web registrants will need to present the third party information prior to registration to ensure that your financial account is credited or you may be dropped for non-payment. If your employer/sponsor has conditions such as grades before paying for your classes, you must pay your bill at the time of registration and then submit a claim for reimbursement to your employer/sponsor.

**Outstanding Financial Obligations**

Students who have any outstanding financial obligations to the College will not be permitted to register. Delinquent accounts must be paid in full. Unpaid balances will be referred for state and federal intercept and to a collections agency. This means that your state and federal income taxes and other payments due to you, will be intercepted and you will not receive your tax refund. Furthermore, additional fees will be assessed and thereby increasing your balance due.

**Schedule Adjustments**

Students who wish to make an adjustment to their schedule must make the adjustment via online throughout the registration period. The last date to adjust your schedule is listed in the academic calendar. Students that have difficulty and are unable to process a schedule adjustment online should seek assistance at the Admissions and Registration desk, B203. Students who adjust their schedule (including adding a waitlisted course) must make full payment at
the time of the adjustment. Financial Aid recipients must notify the Financial Aid Office of any adjustments to their original registration and all adjustments must be made by the end of the schedule adjustment deadline. Failure to do so will result in the dropping of all unpaid courses. If you accept a seat in a course for which you are waitlisted you must make payment for that course immediately.

**Refunds**

Students may drop (cancel) a credit course and receive a 100% refund within the schedule adjustment period. There are no refunds after the schedule adjustment period. A student not attending a course does not constitute a drop. Students who register for a course and subsequently decide not to attend classes are responsible for officially dropping the course prior to the end of the schedule adjustment period by completing a schedule adjustment form at the Admissions & Registration desk.

- • Session I, Bridge, ESL courses, & Web courses – 100% tuition and fees will be refunded through June 5. No refunds after June 5.
- • Session II courses – 100% tuition and fees will be refunded through July 17. No refunds after July 17.
- • For Center for Self-Directed Learning CSDL (LC) courses – 100% tuition and fees will be refunded if course is dropped (cancelled) during the scheduled adjustment period for Session I (June 5) or if registered after schedule adjustment, within five (5) working days from the date of registration.
- • For Community Education courses (non-credit) – 100% refund within two (2) working days prior to the start of the class.
- • No refunds are issued after the specified schedule adjustment period.

**Registration Information**

**Assessment and Placement Testing**

All students, planning to take math or English courses or a course with a math, English or reading prerequisite must complete the Computerized Placement Test (CPTs) unless they have successfully completed courses in these subjects at BHCC or another accredited institution. Those who have taken math or English at another institution must bring in or fax in a copy of their transcript. Testing is available at both the Charlestown and Chelsea campuses. In Charlestown: Monday-Wednesday 8:30 a.m.-7:00 p.m.; Thursdays from 11:00 a.m.-7:00 p.m.; Fridays from 8:30 a.m.-4:00 p.m.; and Saturdays 9:00 a.m.-1:00 p.m. except in June and July. No appointment necessary. Contact 617-228-2100 for testing hours at the Chelsea Campus.

**Auditing a Course**

Students who wish to audit a course must obtain permission from the Registrar or Associate Registrar. Students planning to audit a course must indicate their intention at the time of registration, must have the required prerequisites for the course, and are required to pay full tuition and fees.

**Course Prerequisites**

Some courses require students meet certain conditions prior to registering, known as prerequisites. Prerequisites include the following: completion of lower-level courses with a passing grade; completion of computerized placement tests (CPT); or admission to a specific program of study. Students must bring proof of course completion from other colleges or universities at the time of registration. Because we allow preregistration for BHCC students, it is the student’s responsibility to drop the course if the final grade of the prerequisite course is a failing grade.

**Developmental Courses**

Courses with numbers below 100 are considered developmental, not college-level. Only college-level courses count toward an associate degree or certificate.

**Financial Aid Eligibility**

Bunker Hill Community College awards millions of dollars in federal, state and institutional financial aid each year to eligible students. Many students, however, miss out because they do not think they are eligible and do not complete the Free Application for Federal Student Aid (FAFSA). To apply for financial aid, students must complete the FAFSA available on the Federal Financial Aid Website at www.fafsa.ed.gov. When completing the FAFSA online, be sure to list Bunker Hill Community College is the “Schools Information Section”. BHCC’s code is 011210. Financial Aid can be used to pay for tuition, fees, books, transportation, and other educational expenses. We strongly encourage you to complete the FAFSA. Once BHCC has received your FAFSA, you will be notified of any additional requirements. Please note that summer financial aid is only available for students who have already been accepted and are currently matriculated at the college. The Admissions Office does not accept students for the summer semester and financial aid is not available for students who are only attending the summer semester. If you need help with your financial aid application or college financial planning, our Financial Aid Office has counselors who can assist you.

**Financial Aid Policy for Adding Courses**

If you intend to take “late start” courses in Summer Session I and/or Session II (for example, independent arranged courses etc. and/or CSDL (LC) courses), registration MUST be completed by the last day of the add/drop period for the specific Summer Session in which you intend to enroll.

For further information concerning financial aid eligibility, please contact the Financial Aid Office at 617-228-2275 or drop by the Financial Aid Office, Room B213.

**Immunization Requirement**

Massachusetts General Laws, Chapter 76, section 15C, requires that all full-time (12 or more credits) and all students in health programs (full and part-time) present evidence of immunity to measles, mumps, rubella, diphtheria, tetanus, and three doses of hepatitis B vaccine. Students in health career programs must also present evidence of immunity to Varicella and Mantoux testing for Tuberculosis. For measles, mumps, rubella, and Hepatitis B, serologic proof of immunity will be acceptable.

Students who fail to present the required information within 30 days from the date of registration will not be allowed to register for subsequent semesters or receive final grades until the immunization form is received by the Registrar’s Office.

**Residency Requirements**

All students registering for credit courses at BHCC, who are claiming entitlement to in-state tuition privileges, must complete the Application for Massachusetts In-State Tuition Rates form (pages 35-36) and supply supporting documentation at the time of registration.
BHCC Chelsea Campus

Imagine the Possibilities

The Chelsea Campus is a state-of-the-art facility that provides foundation and elective courses leading to College degree and certificate programs. The campus has a strong focus on laboratory science in Biology, delivering multiple sections of Human Biology (BIO108) and Anatomy and Physiology I and II (BIO203 and 204). All Allied Health certificate programs are based at the Chelsea Campus. Central Processing, Surgical Technology, Pharmacy Technology, and EMT (Emergency Medical Technician) are examples of certificate programs that expand career options in the current economy.

Chelsea Campus

Session I

ACC-101 Principles of Accounting I 3 credits
D1 LEC T,TH 9:00 a.m.-12:35 p.m. 207 TBA
AHE-201 Advanced Clinical Skills 3 credits
D1 LEC M-TH 9:00 a.m.-11:00 a.m. B08 D Latina
Class meets 05/28/13-08/21/13
D2 LEC M-TH 11:30 a.m.-1:30 p.m. B08 D Latina
Class meets 05/28/13-08/21/13
AHE-204 Patient Care Technician 3 credits
D1 CLIN Days and time to be arranged CHEL I Andrade
Class meets 08/26/13-08/23/13
D2 CLIN Days and time to be arranged CHEL I Andrade
Class meets 08/26/13-08/23/13
AHE-205 Practicum Medical Assistant 3 credits
D1 CLIN Days and time to be arranged CHEL I Andrade
Class meets 08/26/13-08/23/13
D2 CLIN Days and time to be arranged CHEL I Andrade
Class meets 08/26/13-08/23/13
AHE-206 Practicum Phlebotomy Technician 3 credits
D1 CLIN Days and time to be arranged CHEL I Andrade
Class meets 08/26/13-08/23/13
D2 CLIN Days and time to be arranged CHEL I Andrade
Class meets 08/26/13-08/23/13
AHE-209 Allied Health Practicum Seminar 1 credit
D1 LEC W 1:45 p.m.-2:45 p.m. B08 E Schwab
Class meets 05/20/13-08/23/13

Bridge

BIO-105 Introduction to Biology 4 credits
D5 HYB T,TH 9:00 a.m.-1:00 p.m. B02 W Soper
F5 HYB M, W 5:00 p.m.-10:00 p.m. B02 W Soper
BIO-203 Anatomy/Physiology I/Lab 4 credits
D5 LEC,LAB M,W 8:00 a.m.-2:00 p.m. B02 L Ba

Session II

ACC-101 Principles of Accounting I 3 credits
E1 LEC M, W 8:30 a.m.-12:35 p.m. 203 TBA
MAN-111 Principles of Management 3 credits
E1 LEC T, TH 9:00 a.m.-12:35 p.m. 204 TBA

Courses marked with a leaf symbol are part of BHCC’s ongoing efforts to integrate sustainability into the College’s curriculum. These courses emphasize the importance of environmental responsibility and contribute significantly to students, understanding and practice of sustainability. Not all sections may be sustainable, please check with the Registrar’s Office if you have questions.

BHCC recommends all students check their BHCC email for important campus-wide notifications and announcements, as well as BHCConline course-related information.

ACADEMIC ESL SESSION

K1-K6:.................Charlestown Day
L1-L6:.................Charlestown Evening
SESSION II

B1-B6:.................Charlestown Day
E1-E3:.................Chelsea Day
G1-G3:.................Chelsea Evening
J1-J6:.................Charlestown Evening

DAYS OF THE WEEK:

M...........................Monday
T...........................Tuesday
W...........................Wednesday
TH...........................Thursday
F...........................Friday
S...........................Saturday

TEACHING METHODS:

CLIN..................................Clinical
HYB..................................Hybrid
LAB..................................Lab Practicum
LEC..................................Lecture
L/L..................................Lab Practicum and Lecture
SLF: Students determine their own schedule
WEB..............................Web Based

..................................Sustainability within Curriculum
BHCConline:
your source for distance education

BHCConline has been a leader in developing innovative methods of instructional delivery by offering the convenience and flexibility of distance education courses and a greater course selection to facilitate student success. The BHCConline curriculum is comprised of:

- web courses available entirely via the Internet (section WB)
- hybrid courses (section HB), that rely on both the Internet and traditional classroom instruction

Studies indicate that successful distance education learners are usually mature, self-motivated, independent learners with excellent time management skills. Students who require flexible schedules and do not require traditional lecture based classes are also excellent candidates. Distance education courses involve the same (and at times, greater) academic rigor as the traditional college class. Like traditional classes, they are fully accredited and transferable to other institutions. Because teaching and learning in an electronic environment is relatively new, and chances are that distance education does not require that the student be in a particular place at a particular time (“asynchronous”), or be physically located where the instructor happens to be. These conditions present both opportunities and challenges for students and instructors engaged in the educational process. Students engaged in distance education courses are required to establish and maintain weekly dialogue with instructors through various methods such as email, discussion forums, chat rooms, messaging and web conferencing.

Some courses may that you come to the Charlestown campus to take an actual proctored, paper midterm or final exam. In extreme cases, you may also arrange to have exams proctored at other colleges or approved testing locations. Call 617-228-2466 for more information.

Web course orientation:

Students new to online courses must participate in one or more of the following orientation options to learn about using the technology, expectations for completing courses and guidelines to be a successful online student.

1. Participate in one of the “live” virtual computer based orientations from your home or work on Friday, May 31, 2013 beginning at 12 noon; or on Monday, June 3, 2013 at 9:00 a.m. Go to www.bhcc.mass.edu/bhcconline for login information. Note: a microphone is required to speak, although questions can be asked through a chat feature.

2. Listen to a prerecorded orientation by logging on to Collaborate (see link above on the BHCConline website).

3. Join the online student orientation course, which begins one week prior to the start of the semester on Tuesday, May 28, 2013, and is available through Sunday, June 2, 2013.

For more assistance, and for information about orientation, along with general information regarding BHCConline, please email our office at onlinetext@bhcc.mass.edu, call 617-228-2466, visit the BHCConline Office in Room H134 and/or review all the information on the BHCConline website.

### Web Courses (WB)

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>ACC-101</td>
<td>Principles of Accounting I</td>
<td>3 credits</td>
</tr>
<tr>
<td>ACC-102</td>
<td>Principles of Accounting II</td>
<td>3 credits</td>
</tr>
<tr>
<td>ACC-105</td>
<td>Accounting Information Systems</td>
<td>3 credits</td>
</tr>
<tr>
<td>ACC-111</td>
<td>Investments</td>
<td>3 credits</td>
</tr>
<tr>
<td>ACC-112</td>
<td>Personal Finance</td>
<td>3 credits</td>
</tr>
<tr>
<td>ACC-201</td>
<td>Intermediate Accounting I</td>
<td>3 credits</td>
</tr>
<tr>
<td>ACC-202</td>
<td>Intermediate Accounting II</td>
<td>3 credits</td>
</tr>
<tr>
<td>ACC-210</td>
<td>Financial Management</td>
<td>3 credits</td>
</tr>
<tr>
<td>ACC-211</td>
<td>Money and Banking</td>
<td>3 credits</td>
</tr>
<tr>
<td>BIO-115</td>
<td>Nutrition Science/Lab</td>
<td>4 credits</td>
</tr>
<tr>
<td>BUS-101</td>
<td>Introduction to Business</td>
<td>3 credits</td>
</tr>
<tr>
<td>BUS-106</td>
<td>International Business</td>
<td>3 credits</td>
</tr>
<tr>
<td>CIT-110</td>
<td>Computer Applications/Concepts</td>
<td>3 credits</td>
</tr>
<tr>
<td>CIT-113</td>
<td>Information Technology Problem Solving</td>
<td>3 credits</td>
</tr>
<tr>
<td>CIT-118</td>
<td>Principles of Internet and Information Security</td>
<td>3 credits</td>
</tr>
<tr>
<td>CIT-128</td>
<td>Data Base Design w/MS Access</td>
<td>3 credits</td>
</tr>
<tr>
<td>CIT-133</td>
<td>Intro to Microsoft Office</td>
<td>3 credits</td>
</tr>
<tr>
<td>CIT-216</td>
<td>Visual Basic</td>
<td>3 credits</td>
</tr>
<tr>
<td>CIT-218</td>
<td>Intermediate Visual Basic</td>
<td>3 credits</td>
</tr>
<tr>
<td>CIT-230</td>
<td>Help Desk Techniques</td>
<td>3 credits</td>
</tr>
<tr>
<td>CIT-233</td>
<td>Advanced Microsoft Office</td>
<td>3 credits</td>
</tr>
<tr>
<td>CIT-234</td>
<td>Decision Support Using MS Excel</td>
<td>3 credits</td>
</tr>
<tr>
<td>CIT-241</td>
<td>PAC Administration II</td>
<td>3 credits</td>
</tr>
<tr>
<td>CIT-250</td>
<td>Collaboration, Communication, and Integrating</td>
<td>3 credits</td>
</tr>
<tr>
<td>CIT-268</td>
<td>Windows Operating Systems</td>
<td>3 credits</td>
</tr>
<tr>
<td>Course Code</td>
<td>Course Title</td>
<td>Credits</td>
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<tr>
<td>-------------</td>
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<tr>
<td>JPN-102</td>
<td>Elementary Japanese II</td>
<td>3 credits</td>
</tr>
<tr>
<td>LIT-201</td>
<td>Intro to Literature</td>
<td>3 credits</td>
</tr>
<tr>
<td>LIT-203</td>
<td>Literature in America I</td>
<td>3 credits</td>
</tr>
<tr>
<td>LIT-204</td>
<td>Literature in America II</td>
<td>3 credits</td>
</tr>
<tr>
<td>LIT-207</td>
<td>Literature and Society I</td>
<td>3 credits</td>
</tr>
<tr>
<td>LIT-211</td>
<td>Masterpieces of World Literature I</td>
<td>3 credits</td>
</tr>
<tr>
<td>LIT-212</td>
<td>Masterpieces of World Literature II</td>
<td>3 credits</td>
</tr>
<tr>
<td>LIT-219</td>
<td>African Literature</td>
<td>3 credits</td>
</tr>
<tr>
<td>MAN-105</td>
<td>Principles of Marketing</td>
<td>3 credits</td>
</tr>
<tr>
<td>MAN-107</td>
<td>Intro to Entrepreneurship</td>
<td>3 credits</td>
</tr>
<tr>
<td>MAN-111</td>
<td>Principles of Management</td>
<td>3 credits</td>
</tr>
<tr>
<td>MAN-112</td>
<td>Organizational Behavior/Design</td>
<td>3 credits</td>
</tr>
<tr>
<td>MAN-207</td>
<td>Small Business Mgmt</td>
<td>3 credits</td>
</tr>
<tr>
<td>MAN-217</td>
<td>E-Commerce Marketing Mgmt</td>
<td>3 credits</td>
</tr>
<tr>
<td>MAN-213</td>
<td>Mutual Fund Industry</td>
<td>3 credits</td>
</tr>
<tr>
<td>MAT-097</td>
<td>Foundations of Algebra</td>
<td>3 credits</td>
</tr>
<tr>
<td>MAT-099</td>
<td>Intermediate Algebra</td>
<td>3 credits</td>
</tr>
<tr>
<td>MAT-181</td>
<td>Statistics I</td>
<td>3 credits</td>
</tr>
<tr>
<td>MAT-194</td>
<td>College Algebra for STEM</td>
<td>3 credits</td>
</tr>
<tr>
<td>MAT-197</td>
<td>Precalculus</td>
<td>3 credits</td>
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<tr>
<td>MAT-231</td>
<td>Calculus for Management Science</td>
<td>3 credits</td>
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<tr>
<td>MAT-281</td>
<td>Calculus I</td>
<td>4 credits</td>
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<tr>
<td>MAT-282</td>
<td>Calculus II</td>
<td>4 credits</td>
</tr>
<tr>
<td>MIG-111</td>
<td>Imaging Technology I</td>
<td>3 credits</td>
</tr>
<tr>
<td>MIG-251</td>
<td>Advanced PACS Seminar</td>
<td>3 credits</td>
</tr>
<tr>
<td>MUS-118</td>
<td>Music Appreciation I</td>
<td>3 credits</td>
</tr>
<tr>
<td>MUS-119</td>
<td>Music Appreciation II</td>
<td>3 credits</td>
</tr>
<tr>
<td>MUS-129</td>
<td>Rock/Roll History</td>
<td>3 credits</td>
</tr>
<tr>
<td>NHP-180</td>
<td>Medical Terminology</td>
<td>3 credits</td>
</tr>
<tr>
<td>NUR-100</td>
<td>Drug Calculation</td>
<td>1 credit</td>
</tr>
<tr>
<td>OIM-100</td>
<td>PC Keyboarding Techniques</td>
<td>1 credit</td>
</tr>
<tr>
<td>PHL-101</td>
<td>Intro to Philosophy</td>
<td>3 credits</td>
</tr>
<tr>
<td>PHL-103</td>
<td>Ethics</td>
<td>3 credits</td>
</tr>
<tr>
<td>PHL-111</td>
<td>World Religions</td>
<td>3 credits</td>
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<tr>
<td>PSY-101</td>
<td>Principles of Psychology</td>
<td>3 credits</td>
</tr>
<tr>
<td>PSY-203</td>
<td>Psychology of Adjustment</td>
<td>3 credits</td>
</tr>
<tr>
<td>PSY-209</td>
<td>Child Psychology</td>
<td>3 credits</td>
</tr>
<tr>
<td>PSY-213</td>
<td>Human Growth/Development</td>
<td>3 credits</td>
</tr>
<tr>
<td>PSY-219</td>
<td>Social Psychology</td>
<td>3 credits</td>
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<tr>
<td>PSY-223</td>
<td>Personality</td>
<td>3 credits</td>
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<tr>
<td>PSY-224</td>
<td>Adolescent/Adult Development</td>
<td>3 credits</td>
</tr>
<tr>
<td>PSY-227</td>
<td>Abnormal Psychology</td>
<td>3 credits</td>
</tr>
<tr>
<td>PSY-235</td>
<td>Intro to Behavioral Research</td>
<td>3 credits</td>
</tr>
<tr>
<td>SOC-101</td>
<td>Principles of Sociology</td>
<td>3 credits</td>
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<tr>
<td>SOC-109</td>
<td>Cultural Anthropology</td>
<td>3 credits</td>
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<tr>
<td>SOC-111</td>
<td>The Family</td>
<td>3 credits</td>
</tr>
<tr>
<td>SOC-205</td>
<td>Urban Sociology</td>
<td>3 credits</td>
</tr>
<tr>
<td>SOC-206</td>
<td>Juvenile Delinquency</td>
<td>3 credits</td>
</tr>
<tr>
<td>SOC-207</td>
<td>Criminology</td>
<td>3 credits</td>
</tr>
<tr>
<td>SOC-229</td>
<td>Sociology of Film</td>
<td>3 credits</td>
</tr>
<tr>
<td>SPN-101</td>
<td>Elementary Spanish I</td>
<td>3 credits</td>
</tr>
<tr>
<td>SPN-102</td>
<td>Elementary Spanish II</td>
<td>3 credits</td>
</tr>
<tr>
<td>VMA-104</td>
<td>Drawing I</td>
<td>3 credits</td>
</tr>
<tr>
<td>VMA-105</td>
<td>Digital Imaging with Photoshop</td>
<td>3 credits</td>
</tr>
<tr>
<td>VMA-111</td>
<td>Intro to Mass Media</td>
<td>3 credits</td>
</tr>
<tr>
<td>VMA-112</td>
<td>Art History: Prehistory-Medieval</td>
<td>3 credits</td>
</tr>
<tr>
<td>VMA-113</td>
<td>Art History: Renaissance-Contemporary</td>
<td>3 credits</td>
</tr>
<tr>
<td>VMA-123</td>
<td>Water Color I</td>
<td>3 credits</td>
</tr>
<tr>
<td>VMA-161</td>
<td>Intro Digital Photography</td>
<td>3 credits</td>
</tr>
</tbody>
</table>

**Hybrids**

- **Web component required**

- **BIO-108** Human Biology/Lab                        | 4 credits|
- **BIO-115** Nutrition Science/Lab                   | 4 credits|
- **BIO-203** Anatomy/Physiology I/Lab                | 4 credits|
- **BIO-204** Anatomy/Physiology II/Lab               | 4 credits|
- **CIT-110** Applications/Concepts                   | 3 credits|
- **CIT-162** Introduction to Networking              | 3 credits|
- **CIT-182** PC Hardware & Software                  | 3 credits|
- **CIT-267** Switching Basics & Intermediate Routing | 3 credits|
- **CIT-270** Linux Administration/Lab                | 4 credits|
- **CIT-274** WAN Technologies                        | 3 credits|
- **CIT-299C** Computer Internship                    | 3 credits|
- **CUL-111** Food Service Sanitation/Skills          | 3 credits|
- **ECE-111** Special Needs Child in Early Childhood Education | 3 credits|
- **EMT-103** Emergency Medical Technician            | 3 credits|
- **OIM-101** Document Generation I                   | 3 credits|
- **PHY-201** General Physics I/Lab                    | 4 credits|
- **PHY-202** General Physics II/Lab                   | 4 credits|
Distance Education

BHCConline Registration and Course Information

Students Enrolling in Web, Hybrid & Web Enhanced Courses:

Your username and password for Moodle (our Learning Management System) are the same as the credentials you use for the Web Advisor portal.

Moodle will be accessible to students one week prior to the start of classes. Access to actual courses in Moodle will be given on the first day of classes, June 3, 2013. To login, go to the BHCC Portal at www.bhcc.mass.edu/portal or to the BHCConline site at www.bhcc.mass.edu/bhcconline.

Students must begin their coursework during the first week of classes. Students should email onlineservices@bhcc.mass.edu or attend an Orientation session http://www.bhcc.mass.edu/bhcconline if they are having technical difficulties logging on to their course.

Academic Requirements & Expectations:

It is highly recommended that students complete RDG095 and ENG095 or place out of these courses through the college’s incoming placement tests before enrolling in a distance learning class. New students should complete one of the BHCConline orientation formats.

Successful students are highly motivated, independent learners with excellent time management skills. Distance learning students are required to maintain a consistent pace in submitting coursework and are expected to complete their course in a semester’s time. Distance learning courses are rigorous and students should expect to spend between 6-10 hours each week working on their course.

BHCC recommends all students check their BHCC email for important campus-wide notifications and announcements, as well as BHCConline course-related information.

Distance Education Exam Requirement

A number of home studies and web courses require proctored exams on campus. You may also arrange to have exams proctored at other colleges or approved testing locations. Call 617-228-2466 for more information or email onlinehelp@bhcc.mass.edu.

Technical skills required to take BHCConline courses:

• Students must possess basic computer skills such as navigating the Internet, sending and receiving email, word-processing, attaching documents, and toggling back-and-forth between applications and pages.

• Multimedia computer with at least a 1.8GHz processor, 2GB of RAM, or a comparable Macintosh is required. Macintosh computers may not be used for CIT-110.

• A recent version of Microsoft Office (2007 or better, with Word, PowerPoint and Excel) is recommended.

• Access to the Internet with broadband connectivity is required.

• Browser requirements: Mozilla Firefox is recommended for Moodle (or Safari for Mac), but the best experience with BHCC Web Mail will be with Internet Explorer.

• All students must use their BHCC email (webmail.bhcc.edu). Your username and password for accessing email are the same as that for accessing Web Advisor. For more information about Web Advisor, go to www.bhcc.mass.edu and click mybhcc. Click “Students” and follow directions for User ID and password.

• Access to a printer.

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Center for Self-Directed Learning
Learn on your own schedule and at your pace

The Center for Self-Directed Learning (CSDL) is an environment where students have the flexibility to make their own schedules of study, work at an individualized pace of instruction, and earn college credit for successful completion of the course. The CSDL provides state-of-the-art multi-media and technological resources for independent on-site instruction under the supervision of content area facilitators and trained professional tutors. The range of instructional media-materials includes computer-assisted instruction, videotapes, and CDs, as well as interactive study groups. Regardless of the medium, students are always active participants in the learning process and able to direct the pace of their learning while receiving progress evaluation on a continuous basis. Course facilitators and tutors are available to the student for assistance at all times. The CSDL is located in room H165 in the new H building in Charlestown.

If taking a course interests you, call 617-228-2225, email: CSDL@bhcc.mass.edu, or visit room H165.

Summer Semester hours:
Monday-Thursday: 8:30 a.m.-9:00 p.m.

| ACC-101 | Principles of Accounting I | 3 credits |
| ACC-102 | Principles of Accounting II | 3 credits |
| BIO-111  | Food/Nutrition             | 3 credits |
| CHM-151  | Basic Chemistry/Non Lab    | 3 credits |
| CIT-101  | Computer Essentials       | 3 credits |
| CIT-110  | Computer Applications/Concepts | 3 credits |
| ECE-103  | Child Growth/Development   | 3 credits |
| ENG-090  | Writing Skills I           | 3 credits |
| ENG-095  | Writing Skills II          | 3 credits |
| ENG-111  | College Writing I          | 3 credits |
| HIS-101  | History of Western Civilization I | 3 credits |
| HIS-102  | History of Western Civilization II | 3 credits |
| LIT-203  | Literature in America I    | 3 credits |
| LIT-204  | Literature in America II   | 3 credits |
| MAT-093  | Foundations of Mathematics | 3 credits |
| MAT-097  | Foundations of Algebra     | 3 credits |
| MAT-099  | Intermediate Algebra       | 3 credits |
| MAT-100  | Topics in Career Math      | 3 credits |
| MAT-133  | Introduction to the Metric System | 1 credit |
| MAT-181  | Statistics I               | 3 credits |
| MAT-183  | Statistics I/Lab           | 4 credits |
| MAT-194  | College Algebra for STEM   | 4 credits |
| MAT-197  | Precalculus                | 4 credits |
| MAT-231  | Calculus for Management Science | 4 credits |
| MAT-281  | Calculus I                 | 4 credits |
| MAT-282  | Calculus II                | 4 credits |
| NHP-180  | Medical Terminology        | 3 credits |
| PSY-101  | Principles of Psychology   | 3 credits |
| PSY-213  | Human Growth/Development   | 3 credits |
| PSY-219  | Social Psychology          | 3 credits |
| PSY-223  | Personality                | 3 credits |
| RDG-095  | Reading Skills II          | 3 credits |
| SOC-101  | Principles of Sociology    | 3 credits |
| SOC-110  | Physical Anthropology      | 3 credits |

Free Tutoring Available
Having a problem in math? Stumped in science? Need help with your English paper?

Come to the Tutoring & Academic Support Center

Call the Charlestown Campus at 617-228-3467
or the Chelsea Campus at 617-228-3356 for more information

Charlestown Campus, Room E174
Hours:
Monday - Thursday: 8:30 a.m. - 8:00 p.m.
Friday - Sunday: 8:30 a.m. - 4:00 p.m.
Phone: 617-228-3467

Chelsea Campus, 2nd floor
Hours:
Monday - Thursday: 8:00 a.m. - 9:00 p.m.
Friday: 8:00 a.m. - 4:00 p.m.
Saturday: 9:00 a.m. - 3:00 p.m.
Phone: 617-228-3356
ACCOUNTING
SESSION I
ACC-101 Principles of Accounting I 3 credits
After a brief consideration of the meaning and purpose of accounting, this course explores the basic statements of an accounting system: the balance sheet, the income statement and the statement of owner’s equity. Students will examine the accounting system with an emphasis on the methods of accumulating and summarizing data generated by business transactions. Students will apply their manual accounting skills to an automated accounting system using general ledger software. Accounting concentration will include adjusting entries, closing process, inventory analysis, merchandising, transactions, cash control procedures, receivables, and payables. Prerequisite: Academic Reading III (ESL098) or Reading Skills II (RDG095).
A1 LEC M, W 8:00 a.m.-12:35 p.m. D120 TBA
B1 LEC M, W 5:30 p.m.-9:05 p.m. D120 TBA
A1 SLF 1 hour per credit attendance is required
Arranged hours in the CSIDL H165 V Sagar
Class meets 08/03/13-08/22/13
W8 WEB For username and password, go to www.bhcc.mass.edu/mycourseaccess. J Biagioni
Class meets 08/03/13-08/22/13
ACC-102 Principles of Accounting II 3 credits
This course will expand upon the basic concepts and theories that students learned in the Principles of Accounting I course. Students will be expected to apply their knowledge in a managerial decision-making mode. Areas studied include, but not limited to, the following: examining long-term assets and liabilities; financial statement analysis; transactions unique to the corporate business structure; bonds payable; planning and controlling using master budgets and cost behavior recognition utilizing cost-volume analysis as well as gaining exposure to accounting for manufacturers. Prerequisite: Principles of Accounting I (ACC101).
A1 LEC M, W 8:00 a.m.-12:35 p.m. B127 TBA
C1 LEC M, W 5:30 p.m.-9:05 p.m. B131 TBA
LC SLF 1 hour per credit attendance is required
Arranged hours in the CSIDL H165 V Sagar
Class meets 08/03/13-08/22/13
W8 WEB For username and password, go to www.bhcc.mass.edu/mycourseaccess. J Biagioni
Class meets 08/03/13-08/22/13
ACC-105 Accounting Information Systems 3 credits
This course introduces students to Accounting Information Systems. The course focuses upon integrated systems, set up, and applications. The modules covered include, among other topics: general ledger, report writing, invoicing, purchasing, inventory control, accounts receivable, accounts payable, cash receipts, cash disbursements, payroll, and spreadsheet application. Prerequisites: Principles of Accounting I (ACC101), Writing Placement Exam (ENG095) or placement in Academic Reading III (ESL098) or Reading Skills II (RDG095).
B1 LEC T, Th 5:00 a.m.-9:05 p.m. BD1 TBA
B1 SLF 1 hour per credit attendance is required
Arranged hours in the CSIDL H165 V Sagar
Class meets 08/03/13-08/22/13
ACC-201 Intermediate Accounting I 3 credits
This course covers, in detail, financial accounting, and generally accepted accounting principles. After a review of the accounting cycle, issues in revenue recognition and the time value of money are discussed. The four main financial statements are studied. Specific accounting issues pertaining to various current assets are covered. Prerequisite: Principles of Accounting II (ACC102).
W8 WEB For username and password, go to www.bhcc.mass.edu/mycourseaccess. J Biagioni
Class meets 08/03/13-08/22/13
ACC-202 Intermediate Accounting II 3 credits
A continuation of Intermediate Accounting I (ACC201), this course discusses accounting problems for long-term assets, current, and long-term liabilities. Issues in investments, leases, employee compensation, and taxes are covered. Accounting for shareholder equity and earnings per share are covered. The preparation of the Statement of cash flow is studied. Prerequisite: Intermediate Accounting I (ACC201).
E1 LEC M, W 8:00 a.m.-12:05 p.m. 203 TBA
Class meets at the Chelsea Campus
ACC-204 Federal Income Tax II 3 credits
A continuation of Federal Income Tax I (ACC203), this course discusses the theoretical tax concepts that are applicable to corporations, partnerships, and trusts. The course covers both effective tax research and planning techniques for these types of entities. Prerequisite: Federal Income Tax I (ACC203).
ACC-210 Money and Banking 3 credits
This course covers an economic analysis of financial institutions and markets in the world economy. It covers institutional and economic factors in the determination of the money supply. The course includes the commercial banking system and the money and capital markets. Current policy issues are debated. Prerequisites: Macroeconomics (ECO201) and Microeconomics (ECO202).
W8 WEB For username and password, go to www.bhcc.mass.edu/mycourseaccess. M Sheehan
Class meets 06/03/13-08/22/13
TEACHING METHODS:
CLjn Clinical
Hyb Hybrid
Lab Lab Practicum
LEC Lecture
L/L Lecture and Lab Practicum
SLF Students determine their own schedule
WEB Web Based

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but not limited to, the following: examine long-term assets and liabilities; financial statement analysis; transactions unique to the corporate business structure; bonds payable; planning and controlling using master budgets and cost behavior recognition utilizing cost-volume analysis as well as gaining exposure to accounting for manufacturers. Prerequisite: Principles of Accounting I (ACC101).

J1 LEC M,W 5:30 p.m.-9:05 p.m. B112 TBA

ALLEY HEALTH SESSION I

AHE-201 Advanced Clinical Skills 3 credits
This course covers advanced theory and skills for the patient care technician and medical assistant. Students are cross-trained in EKG and Phlebotomy. Prerequisite: Patient Care Skills (AHE111) or Medical Assisting Skills (AHE112).
D1 LEC M-Th 9:00 a.m.-11:00 a.m. B08 D Latina
Class meets at the Chelsea Campus
Class meets 05/20/13-06/21/13
D2 LEC M-Th 11:30 a.m.-1:30 p.m. B08 D Latina
Class meets at the Chelsea Campus
Class meets 05/20/13-06/21/13

AHE-204 Patient Care Technician 3 credits
This course consists of a clinical practicum at local health care facilities. Students keep a daily journal and complete a work portfolio. Additional expenses may include supplies, equipment, and/or uniforms. Prerequisite: Patient Care Skills (AHE111). Co-requisite: Advanced Clinical Skills (AHE201).
D1 LEC W 1:45 p.m.-2:45 p.m. B08 E Schwab
Class meets at the Chelsea Campus
Class meets 05/20/13-06/23/13
D2 LEC TH 1:45 p.m.-2:45 p.m. B08 E Schwab
Class meets at the Chelsea Campus
Class meets 05/20/13-06/23/13
D3 LEC F 1:45 p.m.-2:45 p.m. B08 L Wallus
Class meets at the Chelsea Campus
Class meets 06/03/13-07/12/13

AHE-205 Practicum Medical Assistant 3 credits
This course consists of a clinical practicum at local health care facilities. Students keep at daily journal and complete a work portfolio. Additional expenses may include AHE 206 Practicum Medical Assisting Skills (AHE112). Co-requisite: Medical Assisting Skills (AHE201).
D1 LEC Days and time to be arranged CHEL I Andrade
Class meets at the Chelsea Campus
Class meets 06/24/13-08/23/13
D2 LEC Days and time to be arranged CHEL I Andrade
Class meets at the Chelsea Campus
Class meets 06/24/13-08/23/13

AHE-206 Practicum Phlebotomy Technician 3 credits
This course consists of a clinical practicum at local health care facilities. Students keep a daily journal and complete a work portfolio. Additional expenses may include supplies, equipment, and/or uniforms. Prerequisites: Principles of Clinical Practice (AHE110) and Phlebotomy/Laboratory Theory (AHE115).
D1 CLIN Days and time to be arranged CHEL I Andrade
Class meets at the Chelsea Campus
Class meets 06/03/13-07/12/13
D2 CLIN Days and time to be arranged CHEL I Andrade
Class meets at the Chelsea Campus
Class meets 06/03/13-07/12/13

AHE-209 Practicum Seminar 1 credit
This seminar is an inter-disciplinary course that provides a broad overview of the medical workplace. Taken concurrently with an Allied Health Practicum, it includes discussions of the internship experience, employment opportunities as well as job search skills. Co-requisite: Practicum Patient Care Assistant (AHE204) or Practicum Medical Assistant (AHE205) or Practicum Phlebotomy Technician (AHE206) or Practicum Laboratory Assistant (AHE207).
D1 LEC W 1:45 p.m.-2:45 p.m. B08 E Schwab
Class meets at the Chelsea Campus
Class meets 05/20/13-06/23/13
D2 LEC TH 1:45 p.m.-2:45 p.m. B08 E Schwab
Class meets at the Chelsea Campus
Class meets 05/20/13-06/23/13
D3 LEC F 1:45 p.m.-2:45 p.m. B08 L Wallus
Class meets at the Chelsea Campus
Class meets 06/03/13-07/12/13

BUSINESS SESSION I

BUS-101 Introduction to Business 3 credits
This course is a survey of the purpose, role, and responsibility of business in a capitalistic society, including an introduction to the major areas of business such as: Finance, Management, Economics, and Marketing. This course provides a basic foundation for the student who will specialize in some aspect of business in college, and it also provides the opportunity for non-business majors to learn about the business in which they will someday be both producers and consumers. This course will also enable students to explore career options in business, define a career path, and make connections between classroom learning and the larger business community. This course will fulfill the Learning Community Seminar requirement for first year college students to assist the student in making a successful transition into the college environment. Students develop insights, skills, and attitudes necessary to develop academic success strategies for personal and career goals achievement. Prerequisites: Grade of C or better in Academic Reading III (ESL098) and Academic Writing III (ESL099) or Reading Skills II (RDG095) and Writing Skills I (ENG090) or placement equivalents.
C1 LEC T,Th 6:00 p.m.-9:35 p.m. G139 TBA
A2 HYB S 9:00 a.m.-12:25 p.m. B113 TBA
Web component required

BUS-111 Globalization 3 credits
This course is an exploration of the nature, reasons for and consequences of globalization. Topics include global integration, cultural convergence, global institutions, multinational corporations and global business. Students acquire an understanding of globalization’s role in history, geography, politics, culture, and technology, as well as its impact on labor, standards of living, and the environment. This course enables students to explore career options in international business, define a career path, and make connections between classroom learning and the larger business community. This course fulfills the Learning Community Seminar requirement for first year college students to assist the student in making a successful transition into the college environment. Students develop insights, skills, and attitudes necessary to develop academic success strategies for personal and career goals achievement. Prerequisites: Grade of C or better in Academic Reading III (ESL098) and Academic Writing III (ESL099) or Reading Skills II (RDG095) and Writing Skills I (ENG090) or placement equivalents.
C1 LEC T,Th 6:00 p.m.-9:35 p.m. G139 TBA

BUS-207 Professional Communication 3 credits
This course gives students a comprehensive understanding of the use and importance of effective communication in business. Students study types of written, oral, and electronic communication and develop a variety of professional communication skills essential to success in business. The course also addresses ethical and cultural issues associated with business communications. Prerequisite: Grade of C or better in College Writing I (ENG111).
C1 LEC T,Th 6:00 p.m.-9:35 p.m. B113 T Fontes

TEACHING METHODS:
CLIN..........................Clinical
HYB..........................Hybrid
LAB..........................Lab Practicum
LEC..........................Lecture
L/L..........................Lab Practicum and Lecture
SLF..........................Students determine their own schedule
WEB..........................Web Based
..................................................................Sustainability within Curriculum

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SESSION II

BUS-101 Introduction to Business ★ 3 credits
This course is a survey of the purpose, role, and responsibility of business in a capitalistic society, including an introduction to the major areas of business such as Finance, Management, Economics, and Marketing. This course provides a basic foundation for the student who will specialize in some aspect of business in college, and it also provides the opportunity for non-business majors to learn about the business world they will someday be both producers and consumers. This course will also enable students to explore career options in business, define a career path, and make connections between classroom, learning and the larger business community. This course will fulfill the Learning Community Seminar requirement for first time, full-time students, to assist the student in making a successful transition from our unique urban community into an academic environment. The course will aid students in learning insights, skills, and attitudes necessary to develop academic success strategies for personal and career goals achievement. Prerequisites: Grade of C or better in Academic Reading I (ESL090) and Academic Writing III (ESL990) or Reading Skills II (RDG995) and Writing Skills (ENG990) or exemption by placement testing.

B1 SEM M,W 8:30 a.m.-12:05 p.m. D217 A Fontes, I.

BUS-201 Business Law I ★ 3 credits
In this introductory study of the law and its application to the individual, students learn to evaluate and analyze legal problems and systems. The course emphasizes business situations, consumer law, torts, contracts, consumer law, and related areas. Prerequisites: Writing Skills II (ENG990) or placement and Academic Reading Skills III (ESL098) or Reading Skills II (RDG995) or placement.

J1 LEC T,TH 5:30 p.m.-9:05 p.m. B109 C Trevillian

COMPUTER SESSION I

CIT-101 Computer Essentials ★ 3 credits
This introductory course is intended for students with little to no computer experience. Students in developmental mathematics, reading and English as well as English as a Second Language (ESL) should consider this for their first computer course. This course starts with an introduction to the Windows environment and covers operating system topics appropriate for beginners, keyboarding, document processing and productivity skills necessary to function in today’s electronic office environment. The course teaches students other skills necessary to use a personal computer as a tool for success. This course will also serve students in other computer courses and is an excellent introduction to computer concepts and terminology. After completing this course, students will have the ability to search, locate, and access a wide variety of information in the Internet. This course will provide an understanding of the concepts of computer hardware and software so students will have a working knowledge of MS WINDOWS and MS OFFICE. Upon completion of this course, students will have a grasp of important computer concepts and terminology, an understanding of INTERNET applications, a high degree of competence with personal computer hardware and software, as well as an understanding of the effects of information technology on the individual, organizations, and society.

CIT-110 Applications/Concepts ★ 3 credits
This survey course covers the use and application of modern computer systems. This course includes detailed coverage of fundamental computer concepts, terminology, applications, and theory. Students will get extensive hands-on personal computer experience and learn how to use the computer to solve simple to complex work assignments. Prerequisite: CIT101 or equivalent or placement. Course includes use of MS WORD, MS EXCEL, MS POWERPOINT, MS ACCESS, and the Internet. This course is offered in support of the department chairperson. For additional information and/or a course syllabus contact CITDepartment@bhcc.mass.edu.

A1 LEC M,W 8:00 a.m.-11:35 a.m. D121 TA B
C1 LEC M,W 5:00 p.m.-8:35 p.m. D117 TA B
LC SFL 1 hour per credit attendance is required. Attend all in class hours in the CSDL. H95 E Lapo
Class meets 06/03/13-08/22/13

CIT-119 Interdisciplinary Studies ★ 3 credits
This course introduces interdisciplinary study into the major areas of business such as Finance, Management, Economics, and Marketing. This course provides a basic foundation for the student who will specialize in some aspect of business in college, and it also provides the opportunity for non-business majors to learn about the business world they will someday be both producers and consumers. This course will also enable students to explore career options in business, define a career path, and make connections between classroom, learning and the larger business community. This course will fulfill the Learning Community Seminar requirement for first time, full-time students, to assist the student in making a successful transition from our unique urban community into an academic environment. The course will aid students in learning insights, skills, and attitudes necessary to develop academic success strategies for personal and career goals achievement. Prerequisites: Grade of C or better in Academic Reading I (ESL090) and Academic Writing III (ESL990) or Reading Skills II (RDG995) and Writing Skills (ENG990) or exemption by placement testing.

B1 SEM M,W 8:30 a.m.-12:05 p.m. D217 A Fontes, I.

CIT-120 Intro to Computer Science and Object Oriented Programming ★ 4 credits
This is a first course in Object Oriented Programming (OOP) theory, logic and design. Taught in the College’s “hands-on” computer classrooms, this course emphasizes the program design and development process including concepts of variables and flow control, objects, classes, methods, and polymorphism. Students will use an Object Oriented Programming language as they design code, debug and implement several programs covering the topics presented. Students taking this course are expected to have solid knowledge of basic computer terminology, internet navigation and email, operating system and file management skills. Strong analytical skills are recommended for students enrolling in this course. Please note that this course is a four credit course with six contact hours and analogous homework. This course fulfills the Learning Community Seminar requirement for students in AA Computer Science, AS Computer Science, and AS Computer Engineering areas of study. Other departments may allow this course to be used as a learning community seminar for their students. Students in majors other than the ones listed above should obtain their advisor or the leading faculty members approval before registering in the course. Prerequisites: Intermediate Algebra (MAT099), Writing Skills II (ENG995), and Reading Skills II (RDG995) or placement. Pre/corequisite: College Algebra-STEM (MAT194). For additional information and/or a course syllabus contact CITDepartment@bhcc.mass.edu.

A1 LEC M,W 12:00 p.m.-3:35 p.m. D119 TA Class meets 06/03/13-08/23/13
C1 LEC M,W 5:30 p.m.-9:05 p.m. D119 TA Class meets 06/03/13-08/23/13

CIT-128 Database Design with MS Access ★ 3 credits
This is a comprehensive course in the theory and application of computers in database applications based on the most current version of Microsoft Access. The course covers all aspects of database design including entity relationship modeling, tables, reports, queries, forms and other database objects. All key MS Access functionality including Internet applications, integration with the Web and other software programs are covered. Students gain some experience using Structured Query Language (SQL) and Visual Basic for Applications (VBA) in the final component of the course. Microsoft Corporation has approved this course material as part of the Microsoft Certified Application Developer (MCD) Program and students may choose to take the MBC ACCESS Certification Examination upon completion of this course. Prerequisites: Applications/Concepts (CIT110) or IT Problem Solving (CIT111) and Introduction to Computer Science & OOP (CIT120), equivalent experience or permission of the department chairperson. For additional information and/or a course syllabus contact CITDepartment@bhcc.mass.edu.

W8 WEB For username and password, go to www.bhcc.mass.edu/mycourseaccess. D Puspolo Class meets 06/03/13-08/22/13

CIT-133 Introduction to MS Office ★ 3 credits
This introductory course covers the use and application of integrated PC applications software based on the most current version of Microsoft Office. The course initially covers the MS Windows skills necessary to complete the course. Using the hands-on computer laboratory, the following applications in detail: Word Processing, Spreadsheet, Database, Presentation Graphics, and Desktop Information Management. The course emphasizes Internet applications relating to MS Office. It also covers integration among the MS Office Applications. Microsoft Corporation has approved this course material as coursework for the Microsoft Business Certification (MBC) Program and students may choose to take the MBC Certification Examination(s) upon completion of this course. For additional information and/or a course syllabus contact CITDepartment@bhcc.mass.edu.

W8 WEB For username and password, go to www.bhcc.mass.edu/mycourseaccess. D Puspolo Class meets 06/03/13-08/22/13
CIT-162 Introduction to Networking 3 credits
This course introduces students to fundamental networking concepts and technologies. The material in this course encompasses a broad range of technologies that facilitate how people work, live, play, and learn by communicating with voice, video, and other data. First, you will examine human versus network communication and see the parallels between them. Then you will be introduced to the two major models used to plan and implement networks: OSI and TCP/IP. You will gain an understanding of the “layered” approach to networks and examine the OSI and TCP/IP layers in detail to understand their functions and services. You will be able to connect the various network devices, network addressing schemes, and, finally, the types of media used to carry data across the network. In this course, you will gain experience using networking utilities and tools, such as Packet Tracer and Wireshark, to explore networking protocols and concepts. These tools will help you to develop an understanding of how data flows in a network. A special “model Internet” is also used to provide a test environment where a range of network services and data can be observed and analyzed.
Prerequisite: Computer Applications/Concepts (CIT110) or Information Technology Fundamentals (CIT112) or IT Problem Solving (CIT113) or Intro to Computer Science & Object Oriented Programming (CIT120) or permission of the department chairperson. For additional information and/or a course syllabus contact CITDepartment@bhcc.mass.edu.
A1 HYB T 10:30 a.m.-2:05 p.m. D103 B John Web component required
C1FT LEC M, W 8:00 a.m.-8:35 p.m. D102 TBA Class meets 08/24-13/07/13

CIT-167 Routers and Routing Basics 3 credits
The primary focus of this course is on routing and routing protocols. The goal is to develop an understanding of how a router learns about remote networks and determines the best path to those networks. This course includes both static routing and dynamic routing protocols. By examining these protocols, you will gain a better understanding of each of the individual routing protocols and a better perspective of routing in general. Learning the configuration of routing protocols is fairly simple. Developing an understanding of the routing concepts themselves is more difficult, yet is critical for implementing, verifying, and troubleshooting routing operations. Each static routing and dynamic routing protocol chapter uses a single topology throughout that chapter. You will be using that topology to configure, verify, and troubleshoot the routing operations discussed in the chapter. The labs and Packet Tracer activities used in this course are designed to help you develop an understanding of how to configure routing operations, as well as the concepts learned in each chapter. Prerequisite: Introduction to Networking (CIT162). For additional information and/or a course syllabus contact CITDepartment@bhcc.mass.edu.
C1 LEC T, Th 7:30 p.m.-9:50 p.m. D103 P Kazanjian

CIT-182 PC Hardware & Software 3 credits
This course provides an excellent, interactive exposure to personal computers, hardware, and operating systems. Students completing this course will be able to describe the internal components of a personal computer, assemble a system, install an operating system, and troubleshoot using system tools and diagnostic software. They will also be able to perform operating system installation, configure hardware resources in a networked environment and develop greater skills and confidence in working with desktop and laptop computers. Students participate in “hands-on” activities and lab-based learning to become familiar with various hardware and software concepts, explore computer practices in maintenance and safety. Topics covered include: laptops and portable devices, wireless connectivity, security, safety and environmental issues. Stand alone virtual learning tools supplement classroom instruction and provide opportunities for interactive “hands-on” learning. For additional information and/or a course syllabus contact CITDepartment@bhcc.mass.edu.
A1 HYB W 8:00 a.m.-11:35 a.m. D101 TBA Web component required

CIT-216 Visual Basic 3 credits
This course covers an introduction to computer programming using Visual Basic. Introductory programming students will focus on “hands-on” exposure to object-oriented programming techniques and emphasizes programming logic, using the event-driven components of Visual Basic. Using laboratory case assignments, students plan, design, and create their own Windows applications. They learn how to create a user interface, set control properties, design the logic structures of the project and write the associated Visual Basic code. Topics covered include variables and mathematical operations, decision making, object-oriented structures, procedures and functions and single level arrays. Prerequisite: Applications/Concepts (CIT110), IT Problem Solving (CIT113) or Introduction to Computer Science & OOP (CIT120). For additional information and/or a course syllabus contact CITDepartment@bhcc.mass.edu.
W8 WEB For username and password, go to www.bhcc.mass.edu/mycourseaccess. P.Velluto Class meets 06/03-13/08/22

CIT-218 Intermediate Visual Basic 3 credits
Expanding on the principles of object oriented and visual programming concepts introduced in VISUAL BASIC (CIT126), this intermediate-level course provides students with additional in-depth use of the Visual Basic language. Students gain experience working with VB arrays and data interfaces, combining controls and forms, menu design and database interfaces. Multiple Classes and Inheritance will be covered as part of the continuing exposure to object oriented programming. The course emphasizes the incorporation of databases within a Visual Basic Project, Prerequisite: Visual Basic (CIT126) or permission of the instructor and/or department chairperson. For additional information and/or a course syllabus contact CITDepartment@bhcc.mass.edu.
W8 WEB For username and password, go to www.bhcc.mass.edu/mycourseaccess. M.Kneunich Class meets 08/03-13/08/22

CIT-230 Help Desk Techniques 3 credits
This course provides students with an overview of the design, implementation, and management of a computer help desk or customer support center. Course topics include customer service skills, troubleshooting tools and methods, problem-solving strategies for common support problems, the incident management process, and user needs analysis and assessment. The course also covers industry certifications, professional associations, and standards of ethical conduct. The course includes an overview of the help desk industry, the history of the help desk, and case assignments, students plan, design, and create their own support center. Prerequisites: Applications/Concepts (CIT110) or IT Problem Solving (CIT113), or permission of the department chairperson. For additional information and/or a course syllabus contact CITDepartment@bhcc.mass.edu.
W8 WEB For username and password, go to www.bhcc.mass.edu/mycourseaccess. J.L'Heureux Class meets 06/03-13/08/22

CIT-233 Advanced Microsoft Office 3 credits
This advanced course covers the use and application of integrated PC applications software based on the most current version of Microsoft Office. It covers the following applications in detail: Advanced Word Processing, Spreadsheet, Database, Presentation Graphics and Desktop Information Management applications. The course emphasizes practical applications of office automation, including on-line ceases, using the Office Interop Object Model to integrate applications with MS Office. If also stresses integration of the MS Office applications. Microsoft Corporation has approved this course material as courseware for the Microsoft Certified Application Developer (MCAD) exam. Prerequisites: MS Office 2010 Applications/Concepts (CIT120) or permission of the department chairperson. For additional information and/or a course syllabus contact CITDepartment@bhcc.mass.edu.
C1 LEC T, Th 7:30 p.m.-9:20 p.m. D106 TBA Class meets 06/04-13/08/22

CIT-234 SQL Programming 3 credits
This course introduces students to databases and a functional Structured Query Language (SQL), including relational database, table creation, updating, and manipulation concepts. Using a live database, students learn SQL basics and then move on to the more sophisticated and challenging aspects of SQL. Students get in-depth knowledge of the language through extensive use of Internet based, industry standard SQL programming and certification testing engines. Upon completion of this course, students will be able to write SQL statements required to program in SQL and the background necessary to continue to intermediate and advanced courses in database procedural programming and database administration. Prerequisite: Application/Concepts (CIT120). For additional information and/or a course syllabus contact CITDepartment@bhcc.mass.edu.
A1FT LEC M-Th 6:00 a.m.-12:00 p.m. D102 TBA Class meets 06/26-7/13/13

CIT-237 C++ Programming 4 credits
In this course, students who already have been exposed to programming and Object Oriented thinking, develop the ability to correctly analyze a variety of problems and generate appropriate algorithmic solutions using the C++ Programming Language. The course focuses on the principles of top-down structured design and Object Oriented thinking. Topics include but are not limited to volume and cost accounting mechanisms; arrays; functions and function overloading, arguments by reference and by value as well as optional arguments; recursion; pointers, creating libraries and namespaces, structures and classes, constructors and other methods, overlapping operators; file I/O, inheritance and polymorphism. Strong analytical skills are recommended for students enrolling in this course. Prerequisite: Writing Skills II (ENG095), College Algebra/STEM (MAT194) and Introduction to Computer Science & Object Oriented Programming (CIT120) with grade C or better or equivalent experience with permission of the department chairperson. For additional information and/or a course syllabus contact CITDepartment@bhcc.mass.edu. All prerequisites must be completed with a C or better.
C1 LEC T, Th 7:30 p.m.-9:20 p.m. D106 TBA Class meets 06/04-13/08/22

CIT-239 JAVA Programming 4 credits
In this course, students who already have been exposed to programming and Object Oriented thinking, develop the ability to correctly analyze a variety of problems and generate appropriate algorithmic solutions using the Java Programming Language. The course focuses on the principles of top-down structured design and Object Oriented thinking. Topics include but are not limited
to branching and looping mechanisms; arrays, functions and function overloading, arguments by reference and by value as well as optional arguments; recursion; creating packages, structures and classes, constructors and other methods, file I/O; inheritance and polymorphism. Strong analytical skills are recommended for students enrolling in this course, plus familiarity and experience working with the language. Course CTT162 is the core course covering creating both Java Applications and Java Applets including event handling, animation, and audio. Prerequisite: Writing Skills II (ENG095), College Algebra-STEM (MAT194), and Introduction to Networks & Operating System Programming (CITI20) with grade C or better or equivalent experience with permission of department chairperson. For additional information and/or a course syllabus contact CITITDepartment@bhcc.mass.edu.

CIT-241 PACS Administration II 3 credits
This course covers the more complex aspects of Picture Archiving and Communication Systems and proceeds to advanced topics including but not limited to: PACS workflow monitoring, clinical PACS system review, archive back-up, PACS system security, disaster recovery, and advanced features of PACS display software. This course continues to focus on the duties of PACS administration professionals to a more depth of the role and responsibility of PACS integration and interaction with the Hospital Information (HIS) and Radiology Information (RIS) Systems as well as PACS Internet applications, telemedicine and teleradiology. Upon completion of this course, students will have the knowledge and skills and competencies necessary to administer PACS systems. Prerequisite: PACS Administration I (CITI141). For additional information and/or a course syllabus contact CITDepartment@bhcc.mass.edu.

CIT-250 Collaboration, Communication & Integration in MS Office Applications 3 credits
This course teaches students about the various communication, collaboration, and team-based software applications that are included in the Microsoft Office Suite. Students will learn to collaborate and communicate within a team-based environment using the various applications. Students will be able to perform many of the tasks they would need to perform in a real-world environment, such as creating and sharing files, collaborating in real-time, and communicating through email and other means. Prerequisite: CIT121. For additional information and/or a course syllabus contact CITDepartment@bhcc.mass.edu.

CIT-267 Switching Basics & Intermediate Routing 3 credits
The goal of this course is to develop an understanding of how switches are interconnected and configured to provide network access to LAN users. This course also teaches how to integrate wireless devices into a LAN. The primary focus of this course is to provide knowledge and understanding of device secure networking concepts. In addition, security policies, disaster recovery, and computer forensics are covered. Aside from learning the technologies involved in secure networking, you will be able to apply them daily tasks involved with managing and troubleshooting those technologies. You will have a variety of hands-on and case project assignments that reinforce the concepts you read in each chapter. Prerequisite: Introduction to Networking (CITI162).

A1 LEC MW 3:00 p.m.-6:35 p.m. D101 TBA

CIT-268 Windows Operating Systems 3 credits
This course provides students with in-depth, hands-on experience with the operating systems of the Microsoft Windows operating systems. Students gain experience using system file managers, utilities, set-up procedures, and other major components of the operating systems. In addition, the course emphasizes gaining an understanding of device drivers, link libraries, memory management, multi-tasking requirements, and multi-media considerations. Upon completion of the course, students have a high degree of expertise in the area of the use of Windows operating systems, such as Microsoft Windows, DOS, and Linux. Prerequisites: Computer Applications/Concepts (CITI10), IT Problem Solving (CITI113) or equivalent course or permission of department chairperson. For additional information and/or a course syllabus contact CITDepartment@bhcc.mass.edu.

A1 LEC TTH 8:00 a.m.-11:35 a.m. D121A TBA

CIT-270 Linux Administration/Lab 4 credits
This course introduces students to the fundamentals of creating and maintaining a LINUX server. Students will learn about the various security tools used and concepts involved in creating a secure computer networking environment. You will learn about the authentication, the type of attacks and malicious codes that may be used against your network, the threats and countermeasures for e-mail, web applications, remote access, and firewalls. A variety of security tools and technologies are discussed as well as technologies and concepts used for providing secure communications channels, secure internetworking devices, and network medium. Further, you will learn how to use all of the previously mentioned tools to configure and secure the portion of the network where most users are located so that improved performance and security can be achieved. Prerequisite: Introduction to Networking (CITI162).

A1 LEC MW 3:00 p.m.-6:35 p.m. D116 TBA

CIT-274 WAN Technologies 3 credits
The primary focus of this course is on accessing wide area networks (WANs). The course focuses on WAN technologies including PPP, Frame Relay, and broadband links. WAN security concepts are discussed in detail, including types of threats, how to analyze network vulnerabilities, general methods for mitigating common security threats and types of security appliances and applications. The course then explores the principles of traffic control and access control lists (ACLs) and describes how to implement IP addressing services for an Enterprise network, including how to configure NAT and DHCP addressing concepts are also discussed. During the course, you will learn how to use Cisco Router and Security Device Manager (SDM) to secure a router and implement IP addressing services. Finally, students learn how to detect, troubleshoot and correct common Enterprise network implementation issues. The labs and Packet Tracer activities used in this course are designed to help you develop an understanding of how to configure routing protocols while reinforcing the concepts learned in each chapter. Prerequisite: Switching Basics & Intermediate Routing (CITI267). For additional information and/or a course syllabus contact CITDepartment@bhcc.mass.edu.

A1 LEC MW 1:30 p.m.-3:55 p.m. D103 B John TBA

CIT-277 Health Information Networking 3 credits
The Cisco Health Information Networking course, offered through the BHCC Cisco Networking Academy, is a technology-focused curriculum primarily designed for students who are looking for career-oriented, entry-level health information technology careers. This course teaches basic networking concepts and troubleshooting skills that are transferable to entry-level specialist careers in healthcare networking. Health Information Networking is a blended curriculum with both online and classroom learning. The program aims to develop an in-depth understanding of principles and practicalities needed for information technology professionals wishing to specialize in healthcare networking implementations. Topics include: basic information on healthcare settings, Principles of healthcare networking, networking security, fundamentals of information technology in healthcare, fundamentals of electronic health records systems, basic information on medical practice workflows, how to adjust workflows for technical needs, and how to troubleshoot and maintain secure networks. This course teaches students about the various communication, collaboration, and team-based software applications that are included in the Microsoft Office Suite. Students will be able to perform many of the tasks they would need to perform in a real-world environment, such as creating and sharing files, collaborating in real-time, and communicating through email and other means. Prerequisite: CIT121. For additional information and/or a course syllabus contact CITDepartment@bhcc.mass.edu.

CIT-279 CCNA Security 3 credits
The Cisco Certified Network Associate (CCNA) course is an entry-level course that allows students to gain foundational level skills in IOS and Security to prepare for the CCNA Security certification. The course is designed for students who are looking for career-oriented, entry-level network and security certifications. The course emphasizes gaining an understanding of device drivers, link libraries, memory management, multi-tasking requirements, and multi-media considerations. Upon completion of the course, students have a high degree of expertise in the area of the use of Windows operating systems, such as Microsoft Windows, DOS, and Linux. Prerequisites: Computer Applications/Concepts (CITI10), IT Problem Solving (CITI113) or Intro to Computer Science/ Object Oriented Programming (CITI110). For additional information and/or a course syllabus contact CITDepartment@bhcc.mass.edu.
CIT-299C Computer Internship  3 credits
This course enhances the academic experience for students. All internships take place at pre-approved sites. The course allows students enrolled in computer technology courses to apply what they have learned in the "real world" environment. Students must attend a weekly on-campus seminar. Students must complete all internship requirements, as stated in the "Internship Handbook", before registering for the course. In all cases, students need permission of the department chairperson to register for this course.
A1 LEC Days and times to be arranged TBA TBA
Credit is web component required. Class meets 08/03/13-08/22/13

CIT-299N Networking Internship  3 credits
This course provides students with hands-on experience in networking. The course is divided into three sections, one that teaches the concepts for building and maintaining a networking career, another introduces guest lecturers from industry and finally either an internship, job shadowing, or team walk through approach to learning. This course provides a solid foundation to understanding the types of jobs available to students with network administration skills, what it is like to work in the networking field, and students will acquire a perspective of employer's expectations. Students will become more successful with the interview process simply with real world experience and/or understanding of what will be expected of them when they begin their networking career. Prerequisite: Permission of department chairperson.
A1 LEC Days and times to be arranged TBA TBA
Credit is web component required. Class meets 08/03/13-08/22/13

CIT-502 IT Career Exploration  1 credit
This is a workshop class that is designed to provide you with the tools to evaluate your own career development and to explore the Information Technology job market. Each week students will engage in classroom activities and assignments designed to enable them to evaluate your values, skills and interests as they relate to the world of work. Students will utilize resources on the BHCC portal and beyond to explore careers, research employers and to navigate the local job market in the IT industry. All assignments and activities will culminate in each student having a thorough understanding of characteristics that make up available career plan that enhances their success in becoming employed. This class is open to anyone with an interest in guided career exploration and a desire to be employed within the field of Information Technology.
A1FT WEB M-F TBA TBA
Credit is web component required. Class meets 06/10/13-06/21/13

CIT-527 Introduction to Android Programming  3 credits
This course will provide a basic overview of the mobile application ecosystem, concepts of devices development and operating systems. Content development for mobile applications and the influence interface design has on the user experience will be a focus. Students will acquire technology skills to develop their own applications using open source software like the Flash Authoring software and Android App Inventor. Students will test and debug these applications on Android Devices. Students will also be exposed to beginning concepts of JAVA programming.
CITFT LEC T,TH 5:00 p.m.-8:35 p.m. D102 TBA
Credit is web component required. Class meets 06/04/13-07/11/13

EPU-251 Electric Power/Utility Technology Internship  3 credits
This course will cover a variety of topics that consist of practical work experience in the NSTAR workforce environment involving working on line trucks and learning and performing all of the tasks of an overhead line worker. The course will also cover the instruction and practical exercise of soft skills in today's work environment. Soft skills are those skills used day in the workplace to assist in making assigned tasks easier to accomplish through teamwork and collaboration in a multi-cultural environment. Soft skills are increasingly being incorporated in job descriptions throughout the utilities industry. This course is designed to give a student an understanding of the responsibilities of a Strom Tolling. The course content includes how to perform both static routing and dynamic routing protocols. By examining multiple routing protocols, you will gain a better understanding of each of the individual routing protocols and a better perspective of routing in general. Learning the configuration of routing protocols is fairly simple, but learning the troubleshooting of the routing concepts themselves is more difficult, yet is critical for implementing, verifying, and troubleshooting routing operations. Each static routing and dynamic routing protocol chapter uses a single topology throughout that chapter. You will be using a topology to configure, verify, and troubleshoot the routing operations discussed in the chapter. The labs and Packet Tracer activities used in this course are designed to help you develop an understanding of how to configure routing operations while reinforcing the theory learned in each chapter. Prerequisite: Introduction to Networking (CIT162), For additional information and/or a course syllabus contact CITDepartment@bhcc.mass.edu.
A1 LEC M-W 7:30 a.m.-12:30 p.m. D103 TBA
Class meets 05/20/13-08/23/13

BRIDGE SESSION

CIT-110 Applications/Concepts  3 credits
This survey course covers the use and application of modern computer systems. This course includes detailed coverage of fundamentals of computer components, terminology, applications, and theory. Students will get extensive 'hands-on' personal computer experience and gain a good working knowledge of MS WINDOWS and MS OFFICE. Upon completion of this course, students will have a grasp of important computer concepts and terminology, an understanding of INTERNET use and applications, a high degree of competence with personal computer hardware and software, as well as an understanding of the effects of information technology on the individual, organizations, and society. All Learner Outcomes and Competencies in this course are based on accepted, published ICT Industry Standards. Students with prior learning experience may test-out of this course by contacting plaq@bhcc.mass.edu. Prerequisite: Reading Skills II (RDG095) or Academic Reading III (ESL098) or exemption from reading requirement by placement testing or integration in integrated course. For additional information and/or a course syllabus contact CITDepartment@bhcc.mass.edu.
BE1 LEC M,W,S 5:00 p.m.-7:45 p.m. D121A TBA
BE2 LEC T,TH 5:00 p.m.-7:45 p.m. D121A TBA

CIT-221 Advanced Computer Forensics  3 credits
This course provides advanced work in computer and digital forensic analysis. Emphasis in this course will be placed on file system forensic recovery, analysis and reporting, intrusion detection and analysis, and advanced use of computer forensics tools. Topics covered in Introduction to Computer Forensics (CIT121) will be expanded upon especially in the areas of file system analysis, drive imaging and backup, email and mobile devices forensics and the impact these analyses have upon investigations. Prerequisite: Introduction to Computer Forensics (CIT121).
BE1 LEC M,W 5:30 p.m.-8:05 p.m. D121B TBA

SESSION II

CIT-110 Applications/Concepts  3 credits
This survey course covers the use and application of modern computer systems. This course includes detailed coverage of fundamentals of computer components, terminology, applications, and theory. Students will get extensive 'hands-on' personal computer experience and gain a good working knowledge of MS WINDOWS and MS OFFICE. Upon completion of this course, students will have a grasp of important computer concepts and terminology, an understanding of INTERNET use and applications, a high degree of competence with personal computer hardware and software, as well as an understanding of the effects of information technology on the individual, organizations, and society. All Learner Outcomes and Competencies in this course are based on accepted, published ICT Industry Standards. Students with prior learning experience may test-out of this course by contacting plaq@bhcc.mass.edu. Prerequisite: Reading Skills II (RDG095) or Academic Reading III (ESL098) or exemption from reading requirement by placement testing or enrollment in an integrated course. For additional information and/or a course syllabus contact CITDepartment@bhcc.mass.edu.
B1 LEC M,W,S 5:00 p.m.-7:15 p.m. D107 TBA

CMT-111 HTML & Dreamweaver  3 credits
This course teaches the student the principles and concepts of designing and creating WEB pages in an HTML format. The course is designed to expose the student to the constructs of HTML tags, the attribute modification of HTML tags, the incorporation of CSS tags, CSS pseudo tags, dynamic effects using styles, and class assignments. Additionally, the course will teach the student the utilization of graphics and dynamic graphics used in Web design. Also included will be content presentation control via HTML tables, HTML layers, and HTML frames. The course will explore the requirements, tools and controls used in WEB page development by lecture, in-class practical exercises, and home study exercises. The student will also teach the student to create WEB sites using Dreamweaver as a state-of-the-art web authoring tool to enable rapid deployment of WEB development projects.
A1 LEC M,T,TH 8:00 a.m.-12:00 p.m. D105 TBA
A1 LEC W 9:00 a.m.-12:55 p.m. D105 TBA
Class meets 06/08/13-08/24/13

CIT-230 Help Desk Techniques  3 credits
This course provides students with an overview of the design, implementation and management of a computer help desk or customer support center. Course topics include customer service skills, troubleshooting tools and methods, problem-solving strategies for common support problems, the incident management process, and user needs analysis and assessment. The course also covers industry certifications, professional associations, and standards of ethical conduct for help desk personnel. Prerequisites: Applications/Concepts II (CIT117), IT Problem Solving II (CIT118), Introduction to Computer Science & Object Oriented Programming (CIT120), Writing Skills II (ENG095), Reading Skills II (RDG095) and one additional completed CIT course. For additional information and/or a course syllabus contact CITDepartment@bhcc.mass.edu.
B1FT LEC M-T,TH 8:00 a.m.-12:00 p.m. D102 TBA
Class meets 07/15/13-08/01/13

CMT-502 IT Career Exploration  1 credit
This is a workshop class that is designed to provide you with the tools to evaluate your own career development and to explore the Information Technology job market. Each week students will engage in classroom activities and assignments designed to assess and to evaluate your values, skills and interests as they relate to the world of work. Students will utilize resources on the BHCC portal and beyond to explore careers, research employers and to navigate the local job market in the IT industry. All assignments and activities will culminate in each student having a thorough understanding of characteristics that make up available career plan that enhances their success in becoming employed. This class is open to anyone with an interest in guided career exploration and a desire to be employed within the field of Information Technology.
B1FT WEB M-SU TBA TBA
Class meets 07/08/13-07/19/13
B2FT WEB M-SU TBA TBA
Class meets 08/12/13-08/23/13

COMPUTER MEDIA TECHNOLOGY

SESSION I

CMT-111 HTML & Dreamweaver  3 credits
This course teaches the student the principles and concepts of designing and creating WEB pages in an HTML format. The course is designed to expose the student to the constructs of HTML tags, the attribute modification of HTML tags, the incorporation of CSS tags, CSS pseudo tags, dynamic effects using styles, and class assignments. Additionally, the course will teach the student the utilization of graphics and dynamic graphics used in Web design. Also included will be content presentation control via HTML tables, HTML layers, and HTML frames. The course will explore the requirements, tools and controls used in WEB page development by lecture, in-class practical exercises, and home study exercises. The student will also teach the student to create WEB sites using Dreamweaver as a state-of-the-art web authoring tool to enable rapid deployment of WEB development projects.
A1 LEC M,T,TH 8:00 a.m.-12:05 p.m. D115 B Draven
A2 LEC W 9:00 a.m.-12:55 p.m. D115 TBA
Class meets 06/08/13-08/24/13
CRJ-103 Criminal Law 3 credits
This course examines the substantive law of crimes including the general and special parts of criminal law; classification of crimes against property; the public welfare; nature of crime; criminal liability; elements of crimes; and jurisdiction. Through case studies, the course emphasizes matters affecting law enforcement. Prerequisites: Writing Skills II (ENG095), Academic Reading III (ESL098) or Reading Skills II (RDG095), or placement.
A1 LEC T,Th 9:00 a.m.-12:35 p.m. B108 TBA
WEB For username and password, go to www.bhcc.mass.edu/mycourseaccess. R Boulware Class meets 06/03/13-08/22/13

CRJ-107 Intro to Corrections 3 credits
This survey course covers the correctional process from arrest to probation or parole. The course provides students with an understanding of corrections as an essential component in the criminal justice system and gives an orientation to current correctional concepts and various correctional institutions. Prerequisites: Writing Skills II (ENG095), Academic Reading III (ESL098) or Reading Skills II (RDG095), or placement.
A1 LEC T,Th 9:00 a.m.-12:35 p.m. B108 TBA
WEB For username and password, go to www.bhcc.mass.edu/mycourseaccess. R Boulware Class meets 06/03/13-08/22/13

CRJ-117 Street Law 3 credits
This is an introductory course in American law. The course will examine the origins of the American Legal System through an analytical sourcebook and its varied aspects. This course introduces students to fundamental criminal law and constitutional law principles and provides a platform for guided discussions of important public policy issues concerning, crime, discrimination, healthcare, and immigration. The course uses the latest instructional technology including e-portfolios, case studies, simulated legal exercises, small group exercises and analytical thought problems to develop higher level thinking skills that prepare students for other course work in criminal justice, law, sociology, and history and government.
A1 LEC T,Th 1:00 p.m.-4:35 p.m. B126 R Boulware
WEB For username and password, go to www.bhcc.mass.edu/mycourseaccess. P Montagna Class meets 06/03/13-08/22/13

CRJ-201 Management in Criminal Justice 3 credits
This course presents the principles of administration and management of criminal justice agencies. It examines organizational structure, responsibilities, and the inter-relationships of administrative, line, and staff services in police, security, court, and correctional facilities. Prerequisites: A grade of C or better in College Writing I (ENG111), Introduction to Criminal Justice (CRJ101), Criminal Law (CRJ103), Criminal Investigation 1 (CRJ208) or instructor approval.
WEB For username and password, go to www.bhcc.mass.edu/mycourseaccess. T Chuda Class meets 06/03/13-08/22/13

CRJ-212 Community Corrections 3 credits
This survey course covers history, development, trends, and role of the community-based correction program in the American criminal justice system. The course includes therapeutic, support, and supervision programs for offenders. It examines pretrial release, detention, and community services, as well as innovative programs. Students must make site visits. Prerequisites: Introduction to Criminal Justice (CRJ101) and Criminal Law (CRJ103) or instructor approval.
WEB For username and password, go to www.bhcc.mass.edu/mycourseaccess. A Centanni Class meets 06/03/13-08/22/13

CRJ-215 Terrorism 3 credits
This course examines both from a philosophical and historic perspective. It covers right and left wing organizations, international and domestic groups as well as the ways terrorism relates to the business community. Prerequisites: Writing Skills II (ENG095) or placement and Academic Reading III (ESL098) or Reading Skills II (RDG095) or placement.
WEB For username and password, go to www.bhcc.mass.edu/mycourseaccess. Class meets 06/03/13-08/22/13

CRJ-216 Street Drugs & Pharmaceuticals 3 credits
This survey course covers the manner in which the criminal justice system deals with drug use and abuse in our society. Topics include the psychosocial aspects of drugs, the pharmacology of drugs, street names, cost, and current rehabilitation practices. The course analyzes prevention programs in light of what works and what doesn’t as well as the cost of drugs to society. Prerequisites: Introduction to Criminal Justice (CRJ101) and Criminal Law (CRJ103) or instructor approval.
WEB For username and password, go to www.bhcc.mass.edu/mycourseaccess. Class meets 06/03/13-08/22/13

CRJ-299 CJ Internship 3 credits
Students work 150 hours in a criminal justice facility, probation department, juvenile detention center, or house of correction. As assigned by the contract advisor. Students work under an assigned criminal justice professional, participate actively in the preparation of pre-sentence reports, and conduct intake and post conviction interviews. Students learn how to perform record checks and prepare probation recommendations. Students work on inmate classification, work release programs, and in educational settings. Students may assist counselors and other staff, depending upon the type of facility to which the student is assigned. Through active participation in online functions of the criminal justice agency, students gain knowledge and understanding. The contract advisor and the assigned criminal justice official evaluate students’ work. Students meet bi-weekly with their advisors to prepare papers and work on related projects. Students are responsible for following all guidelines in the BHCC Internship Handbook. Prerequisite: Permission of the instructor.
A1 LEC F 10:00 a.m.-11:00 a.m. B128 S Atlas
WEB L EC T,Th 1:00 p.m.-4:35 p.m. B226 S Atlas

SESSION II

CRJ-107 Intro to Corrections 3 credits
This survey course covers the correctional process from arrest to probation or parole. The course provides students with an understanding of corrections as an essential component in the criminal justice system and gives an orientation to current correctional concepts and various correctional institutions. Prerequisites: Writing Skills II (ENG095), Academic Reading III (ESL098) or Reading Skills II (RDG095), or placement.
B1 LEC T,Th 1:00 p.m.-4:35 p.m. B126 TBA
WEB For username and password, go to www.bhcc.mass.edu/mycourseaccess. A Centanni Class meets 06/03/13-08/22/13

CRJ-117 Street Law 3 credits
This is an introductory course in American law. The course will examine the origins of the American Legal System through an analytical sourcebook and its varied aspects. This course introduces students to fundamental criminal law and constitutional law principles and provides a platform for guided discussions of important public policy issues concerning, crime, discrimination, healthcare, and immigration. The course uses the latest instructional technology including e-portfolios, case studies, simulated legal exercises, small group exercises and analytical thought problems to develop higher level thinking skills that prepare students for other course work in criminal justice, law, sociology, and history and government.
B1 LEC T,Th 1:00 p.m.-4:35 p.m. B126 TBA
### EARLY CHILDHOOD EDUCATION

**SESSION I**

**ECE-103 Child Growth & Development 3 credits**

This course covers the normal development of children through the age of twelve with emphasis on the physical, cognitive, social, and emotional components of development of the infant, toddler, preschool, and school age child. The course meets Department of Early Education and Care guidelines for child growth and development. Prerequisites: Grade of C or better in Academic Reading III (ESL098) and Academic Writing III (ESL099) or Reading Skills II (RDG095) and Writing Skills I (ENG090) or exemption from reading and writing requirements by placement testing.

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<tr>
<td>B1</td>
<td>LEC</td>
<td>M/W T 1:00 p.m.-4:35 p.m.</td>
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**ECE-106 Program Environments 3 credits**

This course covers the study of setting up and maintaining a program environment with emphasis on health and safety concerns, nutritional considerations, space utilization, equipment needs, and material usage. Prerequisites: Grade of C or better in Academic Reading III (ESL098) and Academic Writing III (ESL099) or Reading Skills II (RDG095) and Writing Skills I (ENG090) or exemption from reading and writing requirements by placement testing.

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<td>J1</td>
<td>LEC</td>
<td>M 7:00 p.m.-9:35 p.m.</td>
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**ECE-110 Science Concepts & Learning for Children 3 credits**

This course is a study of concept development and learning in early childhood education programs with emphasis on curriculum development in the area of science for young children. Prerequisites: Child Growth & Development (ECE103) and Curriculum in Early Childhood Education (ECE104) or Child Growth & Development (ECE103) and Introduction and Foundations of Education (EDU101).

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<td>B1</td>
<td>LEC</td>
<td>T/W 8:30 a.m.-12:05 p.m.</td>
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**SESSION II**

**ECE-101 Guidance/Discipline 3 credits**

This course covers the study of effective communication in guiding behavior. The course emphasizes techniques that help children build positive self-concepts and individual strengths within the context of appropriate limits and discipline. Prerequisite: Child Growth/Development (ECE103).

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<td>J1</td>
<td>LEC</td>
<td>M/W T 6:00 p.m.-9:35 p.m.</td>
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**ECE-107 Literacy Development and Learning for Children 3 credits**

This course is a study of concept development and learning in early childhood education programs with emphasis on curriculum development in the area of literacy development for young children. Prerequisites: Child Growth/Development (ECE103) or its equivalent and Curriculum in Early Childhood Education (ECE104) or Child Growth/Development (ECE103) and Introduction and Foundations of Education (EDU101).

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<td>A1</td>
<td>LEC</td>
<td>T 8:30 a.m.-12:05 p.m.</td>
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**ECE-111 Special Needs Child in Early Childhood Education 3 credits**

This course covers the study of children with physical, social, emotional and/or cognitive disabilities with emphasis on techniques for mainstreaming and inclusion of these children into existing early childhood programs. Prerequisites: Child Growth/Development (ECE103) plus three (3) ECE or EDU courses.

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<tr>
<td>B1</td>
<td>HYB</td>
<td>F 9:00 a.m.-12:35 p.m.</td>
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**ECE-117 Observation/Recording Behavior 3 credits**

This course is the study of observing and recording behavior of children with emphasis on child study in all areas of development using a variety of observational tools and recording techniques with children from birth to age twelve. Prerequisite: Child Growth/Development (ECE103).

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<tr>
<td>B1</td>
<td>LEC</td>
<td>W 7:00 p.m.-9:35 p.m.</td>
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**ECONOMICS SESSION I**

**ECO-201 Microeconomics 3 credits**

This course covers an introduction to the American economy. Topics include: scarcity, opportunity cost and the production possibility curve, unemployment, inflation, GDP and related aggregates, economic growth, classical Keynesian models of income and employment determination, government policies for full employment and price stability, and money and the banking system. The course meets General Education “World View” Requirement Area 3. Prerequisites: Foundations of Algebra (MAT097) and Reading Skills II (RDG095) or placement.

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<td>A1</td>
<td>LEC</td>
<td>M/W 9:00 a.m.-12:35 p.m.</td>
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<tr>
<td>C1</td>
<td>LEC</td>
<td>M/W 5:30 p.m.-9:05 p.m.</td>
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<tr>
<td>WB</td>
<td>WEB</td>
<td>For username and password, go to <a href="http://www.bhcct.mass.edu/mycourseaccess">www.bhcct.mass.edu/mycourseaccess</a>. Class meets 06/03/13-08/22/13</td>
</tr>
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</table>

**SESSION II**

**ECO-202 Microeconomics 3 credits**

This course covers an introduction to the market system. It covers basic demand and supply analysis, theory of consumer choice, demand and supply elasticity, long run and short run cost curves, and price and output determination under different market structures, such as perfect competition, monopoly and monopolistic competition. The course applies microeconomic principles for analyzing government regulations. The course meets General Education “World View” Requirement Area 3. Prerequisites: Foundations of Algebra (MAT097) and Reading Skills II (RDG095) or placement.

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<tr>
<td>C1</td>
<td>LEC</td>
<td>T 6:00 p.m.-9:35 p.m.</td>
</tr>
<tr>
<td>WB</td>
<td>WEB</td>
<td>For username and password, go to <a href="http://www.bhcct.mass.edu/mycourseaccess">www.bhcct.mass.edu/mycourseaccess</a>. Class meets 06/03/13-08/22/13</td>
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**EMERGENCY MEDICAL TECHNICIAN (EMT) BRIDGE SESSION**

**EMT-103 Emergency Medical Technician 7 credits**

This course covers the rendering of emergency care to the sick and injured promptly and efficiently. It conforms to the EMT-B national standard curriculum, as adopted by the Commonwealth of Massachusetts, and is a prerequisite for taking the state EMT Exam. Students are responsible for taking the certification examination for EMT. Additional expenses may include supplies, equipment, and/or uniforms.

### COURSE DESCRIPTIONS & Section Listings
ENGLISH SESSION I

ENG-090 Writing Skills I 3 credits
The first part of a two-semester basic writing sequence, this course develops writing skills needed to begin work in the College Writing program. The course places primary emphasis on the development of good sentence writing skills through frequent practice. Such practice may take the form of writing paragraphs, journals, and short essays. Faculty provide attention to difficulties with grammar, punctuation, and spelling primarily on an individual basis. The course does not satisfy any part of the College Writing requirement for graduation. Placement is determined by assessment testing or faculty referral. Upon completion of Writing Skills I (ENG090) with a grade of C or better, students enroll in Writing Skills II (ENG095).

LC SLF 1 hour per credit attendance is required
Arrange hours in the CSDL
Class meets 06/03/13-08/22/13

ENG-095 Writing Skills II 3 credits
This course develops language skills needed to communicate effectively in college study, in the professions, and in the business world. The course includes sentence formation, applied grammar, spelling, mechanics, and paragraph development. Note: Students must pass the Basic Writing Competency Exam in order to receive a passing grade for this course. The course does not satisfy the college writing requirement for graduation. Prerequisite: Grade of C or better in Writing Skills I (ENG090) or placement.

A1 LEC M,W 8:00 a.m.-11:35 a.m. B215 C Duda
A2 LEC M,W 8:00 a.m.-12:35 p.m. B131 B Morrison
A3 LEC T,Th 9:00 a.m.-12:35 p.m. B125 B Morrison
A4 LEC T,Th 8:30 a.m.-12:05 p.m. B104 J Stark
A5 LEC M,W 9:00 a.m.-12:35 p.m. H120 R Gormley
C1 LEC M,W 9:00 a.m.-12:35 p.m. H130 Class meets at the new H building
LC SLF 1 hour per credit attendance is required
Arrange hours in the CSDL
Class meets 06/03/13-08/22/13

ENG-111 College Writing I 3 credits
This course emphasizes writing as a process, from planning and drafting through revising and editing. Using personal experience, readings, and other sources, students write unified, coherent, well-developed essays and practice paraphrasing, summarizing, and using sources responsibly. To be eligible to take College Writing II (ENG112), students must pass the College Writing Exam and earn a grade of C or better for this course. The course meets General Education “College Writing” Requirement Area 1. Prerequisite: Grade of C or better in Writing Skills I (ENG090) or placement.

A1 LEC M,W 8:00 a.m.-11:35 a.m. B211 TBA
A2 LEC T,Th 8:00 a.m.-11:35 a.m. B126 J Ksirszabokski
A3 LEC T,Th 9:00 a.m.-12:05 p.m. B127 K Huffman
A4 LEC M,W 9:00 a.m.-12:35 p.m. B104 J Ksirszabokski
A5 LEC M,W 12:00 p.m.-3:35 p.m. B108 C Duda
A6 LEC M,W 9:00 a.m.-12:35 p.m. B224 S Demarest
C1 LEC M,W 6:00 p.m.-9:35 p.m. B127 TBA
C2 LEC T,Th 6:00 p.m.-9:35 p.m. B104 P Forbes
C3 LEC M,W 6:00 p.m.-9:35 p.m. B112 E Cuoco
C4 LEC T,Th 6:00 p.m.-9:35 p.m. B222 R Tyler
LC SLF 1 hour per credit attendance is required
Arrange hours in the CSDL
Class meets 06/03/13-08/22/13

ENGLISH SESSION II

ENG-112 College Writing II 3 credits
This course focuses on the research paper, the longer essay, argumentation, critical writing, and reading. The course meets General Education “College Writing” Requirement Area 1. Prerequisite: Grade of C or better in College Writing I (ENG111).

A1 LEC T,Th 8:00 a.m.-11:35 a.m. B109 M Dubson
A2 LEC M,W 9:00 a.m.-12:35 p.m. B133 M Scrizzi
A3 LEC T,Th 9:00 a.m.-12:35 p.m. B215 A Churchill
A4 LEC M,W 8:00 a.m.-11:35 a.m. B108 K Waite
A5 LEC M,W 9:00 a.m.-12:35 p.m. B159B TBA
C1 LEC T,Th 6:00 p.m.-9:35 p.m. D216 V Bisson
C2 LEC T,Th 8:00 a.m.-12:05 p.m. B204 T Oliveri
F1 LEC M,W 6:00 p.m.-9:35 p.m. V Tafawa
C2 LEC M,L 6:00 p.m.-9:35 p.m. TBA
W1 WEB For username and password, go to www.bhcc.mass.edu/mycourseaccess.
W2 WEB For username and password, go to www.bhcc.mass.edu/mycourseaccess.
W3 WEB For username and password, go to www.bhcc.mass.edu/mycourseaccess.
W4 WEB For username and password, go to www.bhcc.mass.edu/mycourseaccess.
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Class meets 06/03/13-08/22/13

ENG-171 Oral Communication 3 credits
This course develops students’ oral and written communication skills, and prepares them for a career in business and the professions. Prerequisite: Grade of C or better in Writing Skills II (ENG095) or placement in College Writing I (ENG111).

A1 LEC M,W 12:00 p.m.-3:35 p.m. B110 F LImoncelli
A2 LEC M,W 6:00 p.m.-9:35 p.m. B133 F Brown
C1 LEC M,W 6:00 p.m.-9:35 p.m. B29A D Duehr
W1 WEB For username and password, go to www.bhcc.mass.edu/mycourseaccess.
K Jones
Class meets 06/03/13-08/22/13

ENG-203 Creative Writing Workshop 3 credits
This course introduces students to the writing of poetry, short stories, plays, and autobiographies. The course includes some model readings, but the main work is student writings in all four genres. Prerequisite: Writing Skills II (ENG095) or placement in College Writing I (ENG111).

A1 LEC M,W 12:00 p.m.-3:35 p.m. B110 F Livieri
A2 LEC M,W 9:00 a.m.-12:35 p.m. B133 B Brown
B1 LEC M,W 9:00 a.m.-12:35 p.m. B131 J Deveney, Jr.
B2 LEC M,W 9:00 a.m.-12:35 p.m. B134 L’O Connell
B3 LEC T,Th 9:00 a.m.-12:35 p.m. B125 P Shute
J1 LEC M,W 6:00 p.m.-9:35 p.m. B131 T Mahoney
J2 LEC T,Th 6:00 p.m.-9:35 p.m. B127 T FIllmore

ENG-095 Writing Skills II 3 credits
This course develops language skills needed to communicate effectively in college study, in the professions, and in the business world. The course includes sentence formation, applied grammar, spelling, mechanics, and paragraph development. Note: Students must pass the Basic Writing Competency Exam in order to receive a passing grade for this course. The course does not satisfy the college writing requirement for graduation. Prerequisite: Grade of C or better in Writing Skills I (ENG090) or placement.

B1 LEC M,W 9:00 a.m.-12:35 p.m. B131 T Schaefer, Jr.
B2 LEC T,Th 9:00 a.m.-12:35 p.m. B134 L’O Connell
B3 LEC T,Th 9:00 a.m.-12:35 p.m. B125 P Shute
J1 LEC M,W 6:00 p.m.-9:35 p.m. B131 T Mahoney
J2 LEC T,Th 6:00 p.m.-9:35 p.m. B127 T Fillmore

ENG-111 College Writing I 3 credits
This course emphasizes writing as a process, from planning and drafting through revising and editing. Using personal experience, readings, and other sources, students write unified, coherent, well-developed essays and practice paraphrasing, summarizing, and using sources responsibly. To be eligible to take College Writing II (ENG112), students must pass the College Writing Exam and earn a grade of C or better for this course. The course meets General Education “College Writing” Requirement Area 1. Prerequisite: Grade of C or better in Writing Skills II (ENG095) and Academic Reading III (ESL098) or Reading Skills II (RDG095) or placement.

B1 LEC M,W 9:00 a.m.-12:35 p.m. B131 J Deveney, Jr.
B2 LEC M,W 9:00 a.m.-12:35 p.m. B134 L’O Connell
B3 LEC T,Th 9:00 a.m.-12:35 p.m. B125 P Shute
J1 LEC M,W 6:00 p.m.-9:35 p.m. B131 T Mahoney
J2 LEC T,Th 6:00 p.m.-9:35 p.m. B127 T Fillmore

Bridge Session

ENG-005 IP Completion 0 credits
This course provides an organized, scheduled opportunity for students to satisfy the requirements of the IP Contract in English. Individualized support is provided through small group lectures and tutorial assistance. The original instructor is responsible for changing any grades. This course does not remain on transcript. Prerequisite: IP contract in English or permission of the instructor

B1 LEC M,W 9:00 a.m.-12:35 p.m. B211 L Sutliff
B2 LEC T,Th 9:00 a.m.-12:35 p.m. B126 T Macheret, Jr.
B3 LEC M,W 9:00 a.m.-12:35 p.m. H120 E Blake
J1 LEC M,W 9:00 a.m.-12:35 p.m. B29A N. Amemor.
ENGLISH AS A SECOND LANGUAGE/BASIC

To register for any non-credit Basic English as a Second Language course, students must first take a placement test in the Assessment Center, Room B118. Courses are offered in a 9-week format. Classes begin June 10, 2013 and will end August 8, 2013.

BLL-001 Basic Speak/Listen $229
This course is for beginners who wish to improve their conversation and pronunciation skills. Students will practice their conversation skills by speaking about interesting topics and improve their pronunciation skills with pronunciation drills. This course should be taken with Basic Read/Write (BLL002).
L5 LEC T,TH 6:00 p.m.-8:30 p.m. B224 TBA

BLL-002 Basic Conversation $229
This literacy course is for non-native speakers of English. Students learn basic writing and reading skills such as letter and word recognition, spelling, comprehending main ideas from short readings related to employment, education, and everyday life. Students learn introductory grammar structures. This course should be taken with Basic Speak/Listen (BLL001).
L5 LEC M, W 6:00 p.m.-8:30 p.m. B224 TBA

BSL-001 Speak/Listen I $229
Students will practice speaking about formal and informal topics such as employment, education, and everyday life. They will complete listening exercises and answer comprehension questions. Students will read and write in this course and learn basic grammar structures. The emphasis is on general English.
K5 LEC T,TH 9:00 a.m.-11:30 a.m. B224 TBA
L5 LEC M, W 6:00 p.m.-8:30 p.m. B223 TBA

BSL-002 Read/Write I $229
Students will read and write about beginning reading materials. They will learn to identify main ideas and supporting information and write sentences and paragraphs. Students will learn basic grammar structures. The emphasis is on general English.
K5 LEC M,W 9:00 a.m.-11:30 a.m. B125 TBA
L6 LEC T,TH 6:00 p.m.-8:30 p.m. B223 TBA

BSL-005 Speak/Listen II $229
Students will learn to speak about formal and informal topics such as work, home, school and places around town such as clinics, supermarkets and the library. They will learn to listen to and understand beginning to high beginning listening materials and answer comprehension questions in sentences and short writings. Students will learn grammar structures. The emphasis is on general English.
K5 LEC M,W 9:00 a.m.-11:30 a.m. E451 TBA
K6 LEC T 9:00 a.m.-11:30 a.m. G138 TBA
L5 LEC T,TH 9:00 a.m.-11:30 a.m. B114 TBA
L6 LEC M,W 6:00 p.m.-8:30 p.m. E451 TBA
L6 LEC T,TH 6:00 p.m.-8:30 p.m. B224 TBA

BSL-006 Read/Write II $229
Students will learn to read and understand high beginning reading materials and answer comprehension questions. They will learn to write sentences, paragraphs, and short compositions about everyday English, workplace English, and academic English. Students will learn grammar structures. The emphasis is on general English.
K5 LEC M,W 9:00 a.m.-11:30 a.m. E451 TBA
K6 LEC T,TH 9:00 a.m.-11:30 a.m. E451 TBA
L5 LEC M,W 6:00 p.m.-8:30 p.m. B106 TBA
L5 LEC T,TH 6:00 p.m.-8:30 p.m. D216 TBA
L6 LEC T,TH 6:00 p.m.-8:30 p.m. E451 TBA

BSL-010 Speak/Listen III $229
Students will practice speaking about familiar and unfamiliar topics in different situations such as employment and education. They will practice public speaking. Students will learn to listen to and understand beginning to low intermediate reading materials and answer comprehension questions with sentences and short writings. Students will read and write in this course and learn grammar structures. The emphasis is on academic English.
K5 LEC M,W 9:00 a.m.-11:30 a.m. E451 TBA
K6 LEC T,TH 9:00 a.m.-11:30 a.m. E451 TBA
L5 LEC M,W 6:00 p.m.-8:30 p.m. E451 TBA
L6 LEC T,TH 6:00 p.m.-8:30 p.m. H148 TBA

BSL-011 Read/Write III $229
Students will learn to read and understand high beginning to low intermediate reading materials. They will learn to answer factual questions and draw inferences and conclusions. Students will learn the process-writing model and write compositions with an introduction, a body, and a conclusion. Students will learn grammar structures. The emphasis is on academic English.
K5 LEC M,W 9:00 a.m.-11:30 a.m. E451 TBA
K6 LEC M,W 9:00 a.m.-11:30 a.m. E451 TBA
L5 LEC M,W 6:00 p.m.-8:30 p.m. H148 TBA
L6 LEC T,TH 6:00 p.m.-8:30 p.m. E451 TBA

BSL-012 Grammar and Vocabulary II 3 credits
This course is for BSL010 and BSL011 students who wish to improve their conversation and pronunciation skills. Students will practice their conversation skills by speaking about interesting topics and improve their pronunciation skills with pronunciation drills.
L5 LEC T,TH 6:00 p.m.-8:30 p.m. H155 TBA

Before BSL students can enter academic ESL courses, they must take a placement test in the Assessment Center, Room B118.
of the materials used for listening activities and student
generated writing. Students must earn a C or better in order
to pass the course. Prerequisites: Grade of C or better in
ESL074, ESL075, ESL078, or placement.

K5 LEC M,W 9:00 a.m.-11:15 a.m. B108 TBA
K6 LEC T TH 9:00 a.m.-11:15 a.m. G139 TBA
L5 LEC M,W 6:00 p.m.-8:15 p.m. B108 TBA

ESL-087 Contemporary Issues & Conversations 3 credits
In this high-intermediate level course, students
practice and demonstrate effective speaking functions in small-group
and whole-class discussions of academic reading materials.
Students develop strategies for delivering an oral presentation
to a large group. All speaking activities are organized
around reading and writing exercises. Students learn grammar and
build their level-appropriate academic vocabulary in the
context of speaking, in the context of the reading
materials, and in the context of student generated writing.
Students must earn a C or better in order to pass the course.
Prerequisites: Grade of C or better in ESL074, ESL075,
ESL078, or ESL079 or placement.

K5 LEC T TH 9:00 a.m.-11:15 a.m. B135B TBA
K6 LEC M,W 9:00 a.m.-11:15 a.m. M105A TBA
L5 LEC T TH 6:00 p.m.-8:15 p.m. B135A TBA

ESL-088 Academic Reading II 3 credits
In this high-intermediate level course, students increase
their level-appropriate vocabulary and develop their reading skills
and strategies as they analyze, discuss, and write about longer
readings. Students are also introduced to critical thinking
skills such as drawing inferences, understanding idioms and
figures of speech, and recognizing purpose and perspective.
Students learn grammar in the context of the reading materials
and in student generated writing. Students must earn a C or better in order
to pass the course. Prerequisites: Grade of C or better in ESL074, ESL075, ESL078,
and ESL079 or placement.

K5 LEC M,W 9:00 a.m.-11:15 a.m. B128 TBA
K6 LEC M,W 12:30 p.m.-2:45 p.m. B126 TBA
L5 LEC M,W 6:00 p.m.-8:15 p.m. B135B TBA

ESL-089 Academic Writing II 3 credits
In this high-intermediate level course, students develop their
writing skills with a focus on the process of college writing
from planning, drafting, to revising and editing. Students demonstrate their critical thinking skills by writing
paragraphs and essays from their personal experience and
from readings of moderate complexity. Students practice correct grammar and mechanics in the context of the
readings and their own writing. Students must pass the
ESL089 Writing Competency Exam and earn a grade of C or
better in order to pass the course. Prerequisites: Grade of C or better in ESL074, ESL075, ESL078,
and ESL079 or placement.

K5 LEC M,W 9:00 a.m.-11:15 a.m. B139 TBA
K6 LEC M,W 12:30 p.m.-2:45 p.m. B130 TBA
L5 LEC T TH 6:00 p.m.-8:15 p.m. D209 TBA

ESL-090 Academic Reading III 3 credits
This advanced course focuses on the critical and analytical
reading skills necessary for success with college level materials.
Students demonstrate comprehension of level-appropriate
readings through class discussions, writing assignments,
and other assessments. Students also develop critical (higher order)
thinking skills by interacting with the readings and
by summarizing, paraphrasing, quoting, responding to,
evaluating readings. Students develop extensive work
on understanding and analyzing main ideas and supporting
details of articles and essays. Students learn grammar and academic vocabulary in the context of the reading materials.
Students must earn a C or better in order to pass the course.
Prerequisites: Grade of C or better in ESL086, ESL087, ESL088, and ESL089 or
placement.

K5 LEC T TH 9:00 a.m.-11:15 a.m. B112 TBA
K6 LEC M,W 12:30 p.m.-2:45 p.m. B130 TBA
L5 LEC T TH 6:00 p.m.-8:15 p.m. B125 TBA

ESL-091 Academic Writing III 3 credits
This advanced course focuses on the academic writing skills
necessary for success in college content courses. Students develop
their abilities with sentence structure, paragraph
writing, and essay writing through extensive practice with
written material. Students build their ability to integrate
oral presentations and other resources into academic writing
from planning and drafting to revising and editing.
Students write from personal experience, answer
easy questions from readings of substantial complexity, and write
eyes using research sources. Students learn grammar in the context of the readings and student generated writing.
Students must pass the ESL091 Writing Competency Exam
and earn a C or better in order to pass the course.
Prerequisites: Grade of C or better in ESL086, ESL087,
ESL088, and ESL089 or placement.

K5 LEC T TH 9:00 a.m.-11:15 a.m. B112 TBA
K7 LEC T TH 12:30 p.m.-2:45 p.m. B129A TBA
L5 LEC M,W 6:00 p.m.-8:15 p.m. B105 TBA

ESL-092 Advanced Grammar & Editing 3 credits
This course is for advanced ESL students and focuses on
improving and refining grammar and editing skills. Students review
points covered in lower-level grammar courses and
further develop their ability to compose grammatically
correct and comprehensive sentences, paragraphs, and
topics. Topics include various clause types, conditionals,
direct speech, passive voice, and perfect modals. Students
receive individual feedback that targets their needs. Students
must earn a C or better in order to pass the course.
Prerequisite: Grade of C or better in ESL085 or placement.

L6 LEC T TH 6:00 p.m.-8:15 p.m. B128 TBA

ESL-093 Lecture Comprehension & Academic Vocabulary 3 credits
In this advanced course, students develop an academic
note-taking system to help them to lectures and authentic
sources. Students practice using their notes to answer
comprehension questions, write summaries of sources, and
compose responses to critical thinking questions. Students
learn advanced academic vocabulary and grammar in the
context of advanced level readings, websites, and lectures.
Students must earn a C or better in order to pass the course.
Prerequisites: Grade of C or better in ESL086, ESL087,
ESL088, and ESL089 or placement.

K5 LEC M,W 9:00 a.m.-11:15 a.m. E419 TBA
K6 LEC TH 12:30 p.m.-2:45 p.m. G139 TBA
L5 LEC M,W 6:00 p.m.-8:15 p.m. D209 TBA

ESL-097 Academic Discussions & Presentations 3 credits
This advanced course focuses on the communication skills
necessary in an academic setting. Students develop and
improve a method for delivering an oral presentation to a
large group using effective delivery, visual aids, secondary
sources, and level-appropriate academic vocabulary. Students
practice comprehensible pronunciation along with stress
and intonation patterns. All speaking activities are organized
around academic reading materials which students will write
about and discuss in small groups. Students must earn a C or
better in order to pass the course. Prerequisites: Grade of C or
better in ESL086, ESL087, ESL088, and ESL089 or placement.

K5 LEC T TH 9:00 a.m.-11:15 a.m. B112 TBA
K6 LEC M,W 12:30 p.m.-2:45 p.m. B130 TBA
L5 LEC T TH 6:00 p.m.-8:15 p.m. B125 TBA

FILM

SESSION I

FLM-101 Film As Art 3 credits
This course covers film techniques, terminology, and
criticism, using a variety of recent popular films on television
and videotape as the subjects for discussion and analysis.
This course meets General Education "Humanities” Requirement Area 6.
Pre-requisite: College Writing I (ENG111).

W8 WEB For username and password, go to www.bhcc.mass.edu/mycoursesuccess. K Lancaster
Class meets 06/03/13-08/22/13

FLM-102 American Cinema 3 credits
This course brings Hollywood film making into clear focus
as an art form, as an economic force, and as a system of
representation and communication. The course probes the
deeper meaning of American movies through encounters
with the works of famous directors such as John Ford,
Howard Hawks, and Martin Scorsese. This course meets
General Education Requirement "Humanities” Area 6.

W8 WEB For username and password, go to www.bhcc.mass.edu/mycoursesuccess. K Finngan
Class meets 06/03/13-08/22/13

FIRE SCIENCE

SESSION I

FPS-123 Principles of Emergency Services 3 credits
This course provides an overview to fire protection and
time services; career opportunities in fire protection
and related fields; culture and history of emergency services;
fire loss analysis; organization and function of public and
private fire protection services; fire departments as part of
local government; laws and regulations affecting the fire
service; fire service nomenclature; specific fire protection
functions; basic fire chemistry and physics; introduction
to fire protection systems; introduction to fire strategy and
tactics; fire safety initiatives. Prerequisites: A grade of C or
better in Writing Skills II (ENG095) and Academic Reading
III (ESL098) or Reading Skills II (RDG095) or exemption by
placement testing.

W8 WEB For username and password, go to www.bhcc.mass.edu/mycoursesuccess. Class meets
06/03/13-08/22/13

FPS-125 Hazardous Materials Chemistry 3 credits
This course provides basic chemistry relating to the
categories of hazardous materials including recognition, identification,
reactivity, and health hazards encountered by emergency service.
Prerequisites: A grade of C or better in Writing Skills II (ENG095) and Academic Reading
III (ESL098) or Reading Skills II (RDG095) or exemption by placement testing.

W8 WEB For username and password, go to www.bhcc.mass.edu/mycoursesuccess. W Barry
Class meets 06/03/13-08/22/13

FPS-127 Fire Protection Hydraulics and Water 3 credits
This course provides a foundation of theoretical knowledge in
order to understand the principles of the use of water in
fire protection and to apply hydraulic principles to analyze
and to solve water supply problems. Prerequisites: A grade of C or better in Writing Skills II (ENG095) or by placement testing; a grade of C or better in Academic Reading
III (ESL098) or Reading Skills II (RDG095) or by placement...
testing; and a grade of C or better in Prealgebra (MAT094) by placement testing.

WB WEB For username and password, go to www.bhcc.mass.edu/mycourseaccess.
Class meets 06/03/13-08/22/13

**FPS-135 Fire Behavior and Combustion** 3 credits

This course explores the theories and fundamentals of how and why fires start, spread, and are controlled. Prerequisites: A grade of C or better in Writing Skills II (ENG095) and Academic Reading III (ESL098) or Reading Skills II (RDG095) or exemption by placement testing.

WB WEB For username and password, go to www.bhcc.mass.edu/mycourseaccess.
Class meets 06/03/13-08/22/13

**FPS-139 Fire Prevention** 3 credits

This course provides fundamental knowledge relating to the field of fire prevention. Topics include: history and philosophy of fire prevention; organization and operation of a fire prevention bureau; use and application of codes and standards; plans review; fire inspections; fire and line safety education; and fire investigation. Prerequisites: A grade of C or better in Writing Skills II (ENG095) and Academic Reading III (ESL098) or Writing Skills II (RDG095).

C1 LEC T,TH 5:00 p.m.-8:35 p.m. G138 TBA

**FPS-503 Introduction to Emergency Management** 3 credits

This course introduces the student to the fundamental aspects of emergency management. It examines the roles and responsibilities of government and non-profit agencies when responding to disasters and emergencies with emphasis on man-made, natural, and technological events most likely to affect the United States. The course emphasizes the four concepts of emergency management: preparedness, mitigation, response and recovery.

WB WEB For username and password, go to www.bhcc.mass.edu/mycourseaccess.
Class meets 06/03/13-08/22/13

**SESSION II**

**FPS-133 Fire Protection Systems** 3 credits

This course provides information relating to the features of design and operation of fire alarm systems, water-based fire suppression systems, special hazard fire suppression systems, water supply for fire protection and portable fire extinguishers. Prerequisites: A grade of C or better in Writing Skills II (ENG095) and Academic Reading III (ESL098) or Reading Skills II (RDG095) or exemption by placement testing.

J1 LEC M,W 5:00 p.m.-8:35 p.m. E419 TBA

**FOREIGN LANGUAGES**

**SESSION I**

**FRE-101 Elementary French I** 3 credits

This course introduces students to the sounds and structures of French with emphasis on the acquisition of a limited but useful vocabulary and is offered for students with little or no previous knowledge of French. The course is not intended for native speakers or for students who have studied this language within the last three years.

A1 LEC M,W 8:30 a.m.-12:05 p.m. B132 M.Rebassai
WB WEB For username and password, go to www.bhcc.mass.edu/mycourseaccess.
Class meets 06/03/13-08/22/13

**FRE-102 Elementary French II** 3 credits

This course covers a continuation of Elementary French I (FRE101) and places emphasis on speaking and reading skills. The course meets General Education “Humanities” Requirement Area 6. Prerequisite: Elementary French I (FRE101) or one year of high school French.

WB WEB For username and password, go to www.bhcc.mass.edu/mycourseaccess.
S Belamou
Class meets 06/03/13-08/22/13

**JPN-101 Elementary Japanese** 3 credits

This course is an introduction to the sounds and structures of the Japanese language with emphasis on the acquisition of a limited but useful vocabulary. The course is designed for students who want to learn essential Japanese as quickly and as effectively as possible. Students read and write with Hiragana and look into the world of Kanji. This course is not intended for native speakers or students who have studied this language within the last three years.

WB WEB For username and password, go to www.bhcc.mass.edu/mycourseaccess.
M’D’Auria
Class meets 06/03/13-08/22/13

**JPN-102 Elementary Japanese II** 3 credits

This course covers a continuation of the study of basic structures of the Japanese language. The course stresses additional useful vocabulary through reading, writing, and conversation. The course covers material that allows students to learn essential Japanese as quickly and effectively as possible. The course emphasizes encouraging and helping students obtain the ability to use the Japanese language in practical situations. It emphasizes student ease in interacting and communicating in an uncomplicated but adult language.

Students read Kana and some basic Kanji. The course meets General Education “Humanities” Requirement Area 6. Prerequisite: Elementary Japanese I (JPN101),

WB WEB For username and password, go to www.bhcc.mass.edu/mycourseaccess.
M’D’Auria
Class meets 06/03/13-08/22/13

**SPN-101 Elementary Spanish I** 3 credits

This course, for students with little or no previous knowledge of Spanish, covers an introduction to the sounds and structures of Spanish and the development of basic skills needed for understanding and speaking Spanish. The course is not intended for native speakers or for students who have studied this language within the last three years.

A1 LEC T,TH 8:30 a.m.-12:05 p.m. B132 M.Racicott
WB WEB For username and password, go to www.bhcc.mass.edu/mycourseaccess.
H.Hutchison
Class meets 06/03/13-08/22/13

**SPN-102 Elementary Spanish II** 3 credits

This continuation course of Elementary Spanish I (SPN101) emphasizes conversational skills and simple readings. The course meets General Education “Humanities” Requirement Area 6. Prerequisite: Elementary Spanish I (SPN101) or one year of high school Spanish.

WB WEB For username and password, go to www.bhcc.mass.edu/mycourseaccess.
H.Hutchison
Class meets 06/03/13-08/22/13

**BRIDGE SESSION**

**SPN-101 Elementary Spanish I** 3 credits

This course, for students with little or no previous knowledge of Spanish, covers an introduction to the sounds and structures of Spanish and the development of basic skills needed for understanding and speaking Spanish. The course is not intended for native speakers or for students who have studied this language within the last three years.

BE1 LEC M,W 6:00 p.m.-8:45 p.m. B132 O’Smith

**SESSION II**

**SPN-102 Elementary Spanish II** 3 credits

This continuation course of Elementary Spanish I (SPN101) emphasizes conversational skills and simple readings. The course meets General Education “Humanities” Requirement Area 6. Prerequisite: Elementary Spanish I (SPN101) or one year of high school Spanish.

B1 LEC T,TH 8:30 a.m.-12:05 p.m. B132 TBA

**GEOGRAPHY**

**SESSION I**

**GEO-101 World Regional Geography** 3 credits

This course examines the geographical context of major social, cultural, economic, and political issues in selected regions of the world and develops a mastery of maps and other graphic aids as means of learning and communication. Major regional emphases vary from semester to semester among areas of Eastern Europe, the former USSR, the Middle East, the Orient, Latin America, and Africa. The course meets “World View” General Education Requirement Area 5. Prerequisites: At least three credits in Writing Skills II (ENG095) or exemption by placement testing.

WB WEB For username and password, go to www.bhcc.mass.edu/mycourseaccess.
Class meets 06/03/13-08/22/13

**GOVERNMENT**

**SESSION I**

**GOV-101 Government/Politics in the US** 3 credits

This course explores some questions and theories that differentiate political scientists and historians, and methods they use to explain governmental operations. Insight into the nature of political ideals, as embodied in the Constitution, is developed. Topics include federalism, organization and functions of the three branches of the national government, civil liberties and civil rights, public opinion and voting behavior, the media, bureaucracies, and public policy. This course meets General Education “Individual and Society” Requirement Area 2. Prerequisites: Grade of C or better in Academic Reading III (ESL098) or Reading Skills II (RDG095) and Writing Skills II (ENG095) or exemption by placement testing.

C1 LEC T,TH 6:00 p.m.-9:35 p.m. D211 TBA

WB WEB For username and password, go to www.bhcc.mass.edu/mycourseaccess.
Class meets 06/03/13-08/22/13

**GOV-103 State/Local Politics** 3 credits

This course acquaints students with the history and functions of state and local government. It includes a study of the organization and structure of state and local government taxing powers; economic, educational, and police powers; and public service functions of government. The course meets General Education “Individual and Society” Requirement Area 2. Prerequisites: Grade of C or better in Academic Reading III (ESL098) or Reading Skills II (RDG095) and Writing Skills II (ENG095) or exemption by placement testing.

A1 LEC T,TH 9:00 a.m.-12:35 p.m. D211 TBA

WB WEB For username and password, go to www.bhcc.mass.edu/mycourseaccess.
Class meets 06/03/13-08/22/13

**SESSION II**

**GOV-101 Government/Politics in the US** 3 credits

The course explores some questions and theories that differentiate political scientists and historians, and methods they use to explain governmental operations. Insight into the nature of political ideals, as embodied in the Constitution, is developed. Topics include federalism, organization and functions of the three branches of the national government, civil liberties and civil rights, public opinion and voting behavior, the media, bureaucracies, and public policy. This course meets General Education “Individual and Society” Requirement Area 2. Prerequisites: Grade of C or better in Academic Reading III (ESL098) or Reading Skills II (RDG095) and Writing Skills II (ENG095) or exemption by placement testing.

B1 LEC T,TH 8:30 a.m.-12:05 p.m. D211 K.Bowers

**HISTORY**

**SESSION I**

**HIS-101 Western Civilization to the Renaissance** 3 credits

This course covers a multi-disciplinary survey of the evolution of Western civilization from its roots in ancient world through the medieval and early modern periods. It examines artistic, ideological, economic, social, and political questions in order to assist students to understand the development of modern Western culture. Prerequisites: Grade of C or better in Academic Reading III (ESL098) or Reading Skills II (RDG095) and Writing Skills II (ENG095) or exemption by placement testing.
## COURSE DESCRIPTIONS & Section Listings

### HIS-102 Western Civilization from Renaissance 3 credits
This course covers the basic elements of the major intellectual, social, economic, and political developments in Western civilization since the 17th century. It emphasizes the roots of contemporary institutional and ideological problems. The course meets General Education “World View” Requirement Area 3. Prerequisites: Grade of C or better in Academic Reading III (ESL098) and Academic Writing III (ESL099) or Reading Skills II (RDG095) and Writing Skills II (ENG095); or exemption by placement testing.

C1 LEC T,TH 6:00 p.m.-9:35 p.m. D218 TBA
SC LSF 1 hour per credit attendance is required

### HIS-111 World Civilization to 1500 3 credits
This course introduces the differences among the major world civilizations before the modern era. Topics include traditions of governance, art, religion and philosophy, technology, family structure, and everyday life. The course meets General Education “World View” Requirement Area 3. Prerequisites: Grade of C or better in Academic Reading III (ESL098) or Reading Skills II (RDG095) and Writing Skills II (ENG095), or exemption by placement testing.

C1 LEC T,TH 6:00 p.m.-9:35 p.m. D218 TBA
SC LSF 1 hour per credit attendance is required

### HIS-112 World Civilization From 1500 3 credits
This course examines similarities and differences among the major world civilizations in the modern era. Topics include traditions of governance, art, religion and philosophy, technology, family structure, and everyday life. The course meets General Education “World View” Requirement Area 3. Prerequisites: Grade of C or better in Academic Reading III (ESL098) and Academic Writing III (ESL099) or Reading Skills II (RDG095) and Writing Skills II (ENG095) or exemption by placement testing.

C1 LEC T,TH 6:00 p.m.-9:35 p.m. D218 TBA
SC LSF 1 hour per credit attendance is required

### HIS-151 Colonization Thru Civil War 3 credits
This course traces the growth and development of America from colonial beginnings to the Civil War. The course devotes major attention to the people, critical issues, and significant forces that determined the course of events that shaped our civilization. The course meets General Education “World View” Requirement Area 3. Prerequisites: Grade of C or better in Academic Reading III (ESL098) and Academic Writing III (ESL099) or Reading Skills II (RDG095) and Writing Skills II (ENG095) or exemption by placement testing.

A1 LEC T,TH 9:00 a.m.-12:35 p.m. D218 TBA

### HOSPITALITY

#### SESSION I

### CUL-101 If You Can’t Stand the Heat 3 credits
This course introduces students to the challenges and responsibilities associated with culinary arts careers. It provides students with an in-depth knowledge of the options available within the culinary arts industry. The course prepares students with skills necessary to prepare a resume, job interview, cover letters, and other skills necessary to create a successful career, and discovering the best use of resources available to students at BHCC. Prerequisites: Writing Skills II (ENG095), Fundamentals of Math (MAT093), and Reading Skills II (RDG095). For Culinary Arts students only.

A1 LEC T,TH 6:00 p.m.-7:35 p.m. E450 M Barton

### CUL-111 Food Service Sanitation/ Skills 3 credits
Food Service Sanitation is an introduction to food production practices governed by federal and state regulations. Topics to be covered include prevention of food-borne illness through proper handling of potentially hazardous foods, HACCP procedures, legal guidelines, kitchen safety, facility sanitation, and guidelines for safe food preparation, storing, and reheating. Students will also take the National Restaurant Association ServSafe examination.

A1 HYB W 4:00 p.m.-7:35 p.m. E450 G Kelley

## BRIDGE SESSION

### CUL-299 Culinary Arts Internship 3 credits
The internship allows students the opportunity to gain practical experience in the field of culinary arts. The internship begins after completion of the first academic year and consists of 300 hours of work experience in an approved foodservice facility.

BD1 LEC Days and times to be arranged M Barton
BD2 LEC Days and times to be arranged G Kelley
BD3 LEC Days and times to be arranged M Barton
BD4 LEC Days and times to be arranged G Kelley

## HRT-210 Hotel/Restaurant/Tourism Field Exp Internship 3 credits
This course integrates classroom study with practical work experience. Under the guidance of a site supervisor and industry member, the experience helps students to shape career goals and to gain valuable work experience. Prerequisite: Principles of Management and Service in Hospitality (HRT112).
Culinary Theory in Hospitality 3 credits

This course introduces students to the challenges and responsibilities encountered by culinary arts students. It provides students with an in-depth knowledge of the options available within the culinary arts industry. The course prepares students with skills necessary to prepare and review resumes, gain interview skills and become familiar with all of the resources that the college has to offer. Topics covered will include: preparing for a career in the food service field, resume preparation, career options and specific skills necessary to create a successful career, and discovering the best use of resources available to students at BHCC.

Prerequisites: Writing Skills II (ENG095), Fundamentals of Math (MAT093), and Reading Skills II (RDG095). For Culinary Arts students only.

J1 LEC T,TH 5:00 p.m.-8:35 p.m. E450 M Barton

HUMAN SERVICES

SESSION I

HSV-112 Addiction 3 credits

This course investigates the biological, psychological, and emotional forces involved in the addiction process. The course covers the major classes of psychoactive drugs by examining drug actions, abuse, and limitations. Social problems and the role of human services in prevention and intervention play an integral role in the course. Prerequisite: Principles of Psychology (PSY101).

A1 LEC W,TH 8:30 a.m.-12:05 p.m. H149 TBA

Class meets at the new H building

HSV-117 Current Issues in Human Services 3 credits

This course is the study of current issues in the human services delivery system with emphasis on human, legal, and civil rights, service delivery, and resource availability. Economic, political, and social changes in society that affect the delivery of human services with particular attention to the needs of housing, employment, health, nutrition, and well being of participants in the system will be examined. Prerequisites: Intro to the HS Profession Practicum (HSV101), Principles of Psychology (PSY101), Counseling (PSY215), and Adolescent & Adult Development (PSY224).

A1 LEC M, T 1:00 p.m.-4:35 p.m. B114 TBA

SESSION II

HSV-118 Case Management in Human Services 3 credits

This is an introductory course on case management that uses the framework of the strengths-based model in working with different populations. Through an integration of classroom lecture and discussion with experiential learning activities, key issues will be explored and examined in depth.

Prerequisite: Counseling (PSY215).

A1 LEC W,TH 1:00 p.m.-4:35 p.m. H149 TBA

Class meets at the new H building

INTERDISCIPLINARY STUDIES

SESSION I

INT-110 American Culture 3 credits

This interdisciplinary course focuses on the historical evolution of American beliefs and values and is designed for students from other cultures. Students study the way these values have shaped U.S. contemporary institutions such as education, business, the government, and the family. The course examines extensive cross-cultural comparisons with the students’ native cultures. Materials include film, music, and short works of literature. The course meets General Education “Humanities” Requirement Area 6. Prerequisite: Academic Reading III (ESL098) or Reading Skills II (RDG095) or exemption from reading requirement by placement testing.

WB WEB For username and password, go to www.bhcc.mass.edu/mycourseaccess.

Class meets 06/03/13-08/22/13

SESSION II

INT-120 American Culture 3 credits

This interdisciplinary course focuses on the historical evolution of American beliefs and values and is designed for students from other cultures. Students study the way these values have shaped U.S. contemporary institutions such as education, business, the government, and the family. The course examines extensive cross-cultural comparisons with the students’ native cultures. Materials include film, music, and short works of literature. The course meets General Education “Humanities” Requirement Area 6. Prerequisite: Academic Reading III (ESL098) or Reading Skills II (RDG095) or exemption from reading requirement by placement testing.

WB WEB For username and password, go to www.bhcc.mass.edu/mycourseaccess.

Class meets 06/03/13-08/22/13

LITERATURE

SESSION I

LIT-201 Intro to Literature 3 credits

This course develops students’ ability to interpret, analyze, evaluate, and respond to ideas about literature. Students explore the nature, structure, and form of poetry, short story, and drama. The course meets General Education Humanities Requirement Area 6. Pre/co-requisite: College Writing I (ENG111).

A1 LEC T,TH 9:00 a.m.-12:35 p.m. B113 TBA

C1 LEC T,TH 6:00 p.m.-9:35 p.m. B109 M Dubson

WB WEB For username and password, go to www.bhcc.mass.edu/mycourseaccess.

P Colletta Class meets 06/03/13-08/22/13

LIT-204 Literature in America II 3 credits

This course traces the physical, moral, and psychological development of an emerging nation through its literature. The course examines themes of sin, guilt, justice, and equality in the historical movement of the nation from colonial settlement to westward expansion. The course includes works representative of the ethnic and racial diversity of American culture. The course meets General Education “Humanities” Requirement Area 6. Pre/co-requisite: College Writing I (ENG111).

A1 LEC M,W 1:00 p.m.-4:35 p.m. B106 TBA

LC SLF 1 hour per credit attendance is required

Arrange hours in the CSDL H185 D/Cash/Attenu

WB WEB For username and password, go to www.bhcc.mass.edu/mycourseaccess.

N Oliveri Class meets 06/03/13-08/22/13

LIT-217 Literature and Society I 3 credits

This course explores the role of literature as a mirror of the values and conflicts of a changing society. It also examines stereotypes associated with ethnicity, and illustrates the role of literature in alerting society to social and moral injustice. The course meets General Education “Humanities” Requirement Area 6. Pre/co-requisite: College Writing I (ENG111).

TH .................................................................. Thursday
F ..................................................................... Friday
S ..................................................................... Saturday

TEACHING METHODS:

CLIN .......................................................... Clinical
HYB .......................................................... Hybrid
LAB .......................................................... Lab Practicum
LEC .......................................................... Lecture
L/L .................................................................. Lab Practicum and Lecture
SLF ........................................................... Students determine their own schedule
WEB ........................................................ Web Based
COURSE DESCRIPTIONS & Section Listings

WB WEB For username and password, go to www.bhcc.mass.edu/mycourseaccess. P Callella Class meets 08/03/15-08/22/13

LIT-211 Master World Literature I 3 credits
This course considers the landmarks of literature, from ancient times to the eighteenth century, which have shaped, reflected or criticized Western thought. The faculty select readings from Homer, Greek Drama, the Bible, Dante, Medieval Romance, and Shakespeare. Faculty may curate these readings with their contemporary versions and transformations by such twentieth century writers as Sartre, O’Neill, MacLeish, Stoppard, and Joyce. The list may vary. The course meets General Education “Humanities” Requirement Area 6. Pre/corequisite: College Writing I (ENG111).
C1 LEC M,W: 6:00 p.m.-9:35 p.m. B221 TBA
WB WEB For username and password, go to www.bhcc.mass.edu/mycourseaccess. Class meets 08/03/13-08/22/13

LIT-212 Master World Literature II 3 credits
This course continues the examination of the great works of the humanist tradition. Faculty select readings from the eighteenth century to the twentieth century from Melville, Swift, Voltaire, Chekhov, Ibsen, Tolkien, Conrad, Turgenev, Zola, Kafka, Singer, Bellow, Mishima, Orwell, and Eliot. The list may vary. The course also includes an international studies module on representative literature of Africa, Asia and Latin America. The course meets General Education “Humanities” Requirement Area 6. Pre/corequisite: College Writing I (ENG111).
WB WEB For username and password, go to www.bhcc.mass.edu/mycourseaccess. M Lee Class meets 08/03/13-08/22/13

LIT-217 Children’s Literature I 3 credits
This course introduces students to children’s literature in all its forms, from fables to fairy tales, from realistic fiction to fantasy, from nonsense to narrative poetry. The course covers both classic and contemporary. The course meets General Education “Humanities” Requirement Area 6. Pre/corequisite: College Writing I (ENG111).
A1 LEC T,TH: 9:00 a.m.-12:35 p.m. D217 McLaughlin
C1 LEC T,TH: 6:00 p.m.-9:35 p.m. D217 K Odenwald

LIT-219 African Literature 3 credits
This survey course of contemporary African literature exposes students to the diversity of the themes, styles and modes of expression peculiar to the enormous continent of Africa. Students study the oral tradition as it is reflected in folktales, stories, and poems. In addition to reading essays and articles about social and historical conditions that affect the literature of the continent, students read numerous short stories and at least three novels, each reflecting the culture of a different region of the continent. The course meets General Education “Humanities” Requirement Area 6. Pre/corequisite: College Writing I (ENG111).
WB WEB For username and password, go to www.bhcc.mass.edu/mycourseaccess. L Santos Silva Class meets 08/03/13-08/22/13

SESSION I
MANAGEMENT

MAN-105 Principles of Marketing 3 credits
This course is a study of the basic principles of marketing and the application of these principles in today’s changing competitive environment. The focus of this course is on the behavior of the consumer market and the product, pricing, promotion and distribution decisions employed to create consumer satisfaction. Prerequisites: Academic Reading III (ESL098) or Reading Skills II (RDG095) or placement and Writing Skills I (ENG090) or placement.
A1 LEC T,TH: 9:00 a.m.-12:35 p.m. B218 TBA
C1 LEC T,TH: 5:30 p.m.-9:05 p.m. D215 TBA
WB WEB For username and password, go to www.bhcc.mass.edu/mycourseaccess. A Lyons Class meets 08/03/15-08/22/13
WB1 WEB For username and password, go to www.bhcc.mass.edu/mycourseaccess. J Fukuda Class meets 06/03/13-08/22/13

MAN-107 Introduction to Entrepreneurship 3 credits
This is an introductory course for those interested in starting or running their own business. Students will assess how technology and innovation, demographics, economics and social changes create business opportunities. Students will evaluate the feasibility of business ideas based on strengths, weaknesses, financial goals and competitive threats. Students will also identify desirable characteristics of leading entrepreneurs to identify skills and behaviors which lead to success. Prerequisites: Writing Skills II (ENG095); Academic Reading III (ESL098) or Reading Skills II (RDG095) or placements.
C1 LEC M: 6:00 p.m.-9:35 p.m. G227 T Fonts
W: 6:00 p.m.-9:35 p.m. B214 N Tonetti
WB WEB For username and password, go to www.bhcc.mass.edu/mycourseaccess. N Magri Class meets 06/03/15-08/22/13

MAN-111 Principles of Management 3 credits
The skills and functions of managers and management are studied in respect to the socio-cultural environment within which a firm operates. An emphasis is placed on decision-making, organizing, new enterprise, planning of resources, and environmental issues. Prerequisites: Introduction to Business (BUS101) for Business Concentration, Management and Finance options only. A grade of C or better in Academic Reading III (ESL098) and Academic Writing II (ENG090) or Reading Skills II (RDG095) and Writing Skills I (ENG090) or exemption from reading or writing requirements by placement testing.
A1 LEC T,TH: 9:00 a.m.-12:35 p.m. B214 TBA
WB WEB For username and password, go to www.bhcc.mass.edu/mycourseaccess. Class meets 08/03/13-08/22/13
WB1 WEB For username and password, go to www.bhcc.mass.edu/mycourseaccess. C Miller Class meets 06/03/13-08/22/13

MAN-112 Organizational Behavior/Design 3 credits
Organizational behavior and design, social systems and contemporary management issues are explored, experienced with an emphasis on interrelationship of culture, organizational structure and policies upon individual, group and organizational performance. Topic coverage includes: leadership styles; learning; motivation; group structure; decision-making; group dynamics and problem solving. Concepts and issues of power, conflict, change and organizational processes that impact interpersonal or social settings, group interactions or the workplace environment are examined. This course meets General Education “Individual/ Society” Requirement Area 2 for A.A. and A.S. Business Administration students except for the A.S. International Business option.
C1 LEC T,TH: 6:00 p.m.-9:35 p.m. G140 TBA
WB WEB For username and password, go to www.bhcc.mass.edu/mycourseaccess. A Lyons Class meets 08/03/13-08/22/13

MAN-207 Small Business Management 3 credits
Starting and managing a small business requires strong leadership capabilities and unique business and management skills. The purpose of this course is to introduce students to the issues small business owners must understand to become a successful start-up or to manage an existing business successfully. This practitioner oriented course focuses on helping students understand their leadership capabilities and to compare their capabilities with the necessary requirements. Students will prepare a business plan to help understand the importance of effective planning and conduct a field study that involves surveying successful small business owners to understand how these owners successfully manage their businesses or which will also be requirements of the course. Prerequisite: Principles of Accounting II (ACC102) or Accounting Information Systems (ACC105); Principles of Management (MAN111); Principles of Marketing (MAN105) or permission of instructor.
WB WEB For username and password, go to www.bhcc.mass.edu/mycourseaccess. Class meets 08/03/13-08/22/13

MAN-217 E-Commerce Marketing 3 credits
This course provides an overview of the way e-Commerce is conducted, marketed, and managed, and describes its major opportunities, limitations, issues, and risks. E-Commerce is an interdisciplinary topic and, therefore, is of interest to managers and professional people in any functional area of the business world. The course describes the manner in which transactions take place over networks, mostly the Internet. The course covers design and discussions of the process of electronically buying and selling goods, services, and information. It introduces specific applications, such as buying and selling stocks or books on the Internet, which are growing at a rate of several hundred percent a year. Prerequisite: Principles of Marketing (MAN105).
WB WEB For username and password, go to www.bhcc.mass.edu/mycourseaccess. Class meets 08/03/13-08/22/13

MAN-213 Mutual Fund Industry 3 credits
This course introduces the myriad aspects of the mutual fund business including the way mutual funds are structured, regulated, marketed, and distributed. In addition, the course explores shareholder serving systems and technology. Prerequisites: Principles of Accounting II (ACC102) and Investments (ACCI11).
SESSION II  
**MAN-111 Principles of Management**  
3 credits  
The skills and functions, theories and principles of management are studied in respect to the socio-cultural environment within which a firm operates. An emphasis on decision-making, organizational strategy, planning and system design provides a framework for examining the application of management concepts in the modern business world and the evaluation of organization problems and issues. Prerequisites: Introduction to Business (BUS101) for Business Concentration, Management and Finance options only. A grade in C in Academic Reading III (ESL098) and Academic Writing III (ESL099) or Reading Skills II (RDG095) and Writing Skills I (ENG090) or exemption from reading or writing requirements by placement testing.

E1 LEC T/TH 9:00 a.m.-12:35 p.m.  
284  
Class meets at the Chelsea Campus

**MATHEMATICS**

Math classes combine the traditional classroom environment with computer-assisted work using various online learning and assessment tools. Some sections may have regularly scheduled meetings in the Math Computer Lab while others expect students to do online work outside of class.

**SESSION I**

**MAT-093 Foundations of Mathematics**  
3 credits  
Topics include solving applied problems with whole numbers, decimals and fractions; ratios and proportions; rates; percentages and applications in sales tax, interest, commissions, and discounts; determining numerical averages and medians; exponents and square roots; measurement; and geometry. Technology is incorporated to facilitate problem solving. This course does not satisfy degree requirements. Course requires an additional lab hour.

LC SLF 1 hour per credit is required  
Arrange hours in the CSDL  
H165  
V Sagar  
Class meets 08/03/13-08/22/13

**MAT-097 Foundations of Algebra**  
3 credits  
This course is a continuation of Foundations of Math (MAT093). Topics include algebraic expressions, solving and graphing linear equations and inequalities, exponents and scientific notation, introduction to polynomials, and systems of linear equations and their graphs. Technology is incorporated to facilitate problem solving. This course does not satisfy degree requirements. Prerequisite: Grade of C or better in Foundations of Mathematics (MAT093) or placement. Course may require an additional lab hour.

LC SLF 1 hour per credit is required  
Arrange hours in the CSDL  
H165  
V Sagar  
Class meets 08/03/13-08/22/13

**MAT-099 Intermediate Algebra**  
3 credits  
This course is a continuation of Foundations of Algebra (MAT097). Topics in this course include polynomial arithmetic, introduction to functions, factoring, roots and radicals, rational expressions, absolute value inequalities, quadratic equations and the quadratic formula, and solving applied problems. This course does not satisfy degree requirements. Prerequisite: Grade of C or better in Foundations of Algebra (MAT097) or placement. Course may require an additional lab hour.

LC SLF 1 hour per credit is required  
Arrange hours in the CSDL  
H165  
V Sagar  
Class meets 08/03/13-08/22/13

**MAT-100 Topics in Career Math**  
3 credits  
This course applies basic arithmetic techniques to the following business topics: percent, trade and cash discounts, merchandising, depreciation, simple and compound interest, and present value. The course covers additional topics that faculty choose from taxes, payroll, statistics, insurance, notes and drafts, installment buying, checking accounts, inventories, costing out, and the metric system. Prerequisite: Grade of C or better in Foundations of Algebra (MAT097) or placement.

LC SLF 1 hour per credit is required  
Arrange hours in the CSDL  
H165  
V Sagar  
Class meets 08/03/13-08/22/13

**MAT-113 Introduction to Metric System**  
1 credit  
This course enables students to recognize and use metric terms, roughly measure using body parts, and use estimation within the metric system.

LC SLF 1 hour per credit is required  
Arrange hours in the CSDL  
H165  
F Amini  
Class meets 08/03/13-08/22/13

**MAT-163 Statistics I/ Lab**  
4 credits  
This computer-based course covers statistical concepts and methods. Topics include data organization, averages and variation; elementary probability; binomial, normal, and t-distributions; estimation and hypothesis testing; and correlation and regression. The course meets General Education “Quantitative Thought” Requirement Area 4. Prerequisite: Grade of C or better in Foundations of Algebra (MAT097) or placement.

LC SLF 1 hour per credit is required  
Arrange hours in the CSDL  
H165  
S Kang  
Class meets 08/03/13-08/22/13

WEB WEB For username and password, go to  
www.bhcc.mass.edu/mycourseaccess.  
Class meets 08/03/13-08/22/13

WEB1 WEB For username and password, go to  
www.bhcc.mass.edu/mycourseaccess.  
Class meets 08/03/13-08/22/13

**MAT-194 College Algebra for STEM**  
4 credits  
This course is designed for science, technology, engineering, computer science, and mathematics students and provides a solid preparation for precalculus. The course covers systems of linear equations, matrices, partial fractions, linear programming, algebra of functions, quadratic equations, polynomials, rational and radical functions, complex numbers, exponential and logarithmic functions, maximum and minimum problems, symmetry, lines, conic sections, graphs of relations and functions, and applications. A graphing calculator is required for this course. This course meets General Education “Quantitative Thought” Requirement Area 4. Prerequisite: Grade of C or better in Intermediate Algebra (MAT099) or a grade of B or better is recommended for placement.

LC SLF 1 hour per credit is required  
Arrange hours in the CSDL  
H165  
S Kang  
Class meets 08/03/13-08/22/13

**MAT-197 Precalculus**  
4 credits  
This course covers the following topics: functions and their graphs, polynomial functions, rational and radical functions, exponential and logarithmic functions, elements of trigonometry and trigonometric functions, analytic geometry, and sequence and series notation. Graphing calculator is required. Prerequisite: Grade of C or better in College Algebra-STEM (MAT194) or placement.

LC SLF 1 hour per credit is required  
Arrange hours in the CSDL  
H165  
S Kang  
Class meets 08/03/13-08/22/13

WEB WEB For username and password, go to  
www.bhcc.mass.edu/mycourseaccess.  
Class meets 08/03/13-08/22/13

**MAT-211 Calculus for Management Science**  
4 credits  
This one-semester course covers topics designed for students in business, economics, and the social sciences. Topics include limits, differentiation and integration of algebraic, exponential and logarithmic functions, optimization, and other applications. Graphing calculator is required. Prerequisite: Grade of C or better in College Algebra for STEM (MAT194) or placement.

LC SLF 1 hour per credit is required  
Arrange hours in the CSDL  
H165  
V Sagar  
Class meets 08/03/13-08/22/13

WEB WEB For username and password, go to  
www.bhcc.mass.edu/mycourseaccess.  
Class meets 08/03/13-08/22/13

**MAT-281 Calculus I**  
4 credits  
This course reviews concepts of functions, graphs and trigonometry to support the exploration of limits, derivatives, and basic integration. Topics will include limits, continuity, algebraic and trigonometric differentiation, applications of the derivative, the definite and indefinite integral, methods of integration, application of integration to determination of area, the Fundamental Theorem of Calculus and integration by substitution. Graphing calculator required. Prerequisite: Placement or grade of C or better in Trigonometry (MAT196) or Precalculus (MAT197).

LC SLF 1 hour per credit is required  
Arrange hours in the CSDL  
H165  
S Kang  
Class meets 08/03/13-08/22/13

WEB WEB For username and password, go to  
www.bhcc.mass.edu/mycourseaccess.  
Class meets 08/03/13-08/22/13

**MAT-282 Calculus II**  
4 credits  
This course is a continuation of Calculus I (MAT281) and begins with a study of numerical integration. Techniques of integration are applied to the following topics: transcendental functions (including their derivatives), area of region between two curves, volumes of integration by parts, trigonometric substitution, partial fractions, and improper integrals. Sequences and series are examined with an emphasis on determining convergence or divergence. Power and Maclaurin series are to be studied. Graphing Calculator is required. Prerequisite: Grade of C or better in Calculus I (MAT281) or placement.

LC SLF 1 hour per credit is required  
Arrange hours in the CSDL  
H165  
F Amini  
Class meets 08/03/13-08/22/13

WEB WEB For username and password, go to  
www.bhcc.mass.edu/mycourseaccess.  
Class meets 08/03/13-08/22/13

**BRIDGE SESSION**

Math classes combine the traditional classroom environment with computer-assisted work using various online learning and assessment tools. Some sections may have regularly scheduled meetings in the Math Computer Lab while others expect students to do online work outside of class.

**MAT-093 Foundations of Mathematics**  
3 credits  
Topics include solving applied problems with whole numbers, decimals and fractions; ratios and proportions; rates; percentages and applications in sales tax, interest, commissions, and discounts; determining numerical averages and medians; exponents and square roots; measurement; and geometry. Technology is incorporated to facilitate problem solving. This course does not satisfy degree requirements. Course requires an additional lab hour.

LC SLF 1 hour per credit is required  
Arrange hours in the CSDL  
H165  
F Amini  
Class meets 08/03/13-08/22/13

WEB WEB For username and password, go to  
www.bhcc.mass.edu/mycourseaccess.  
Class meets 08/03/13-08/22/13
MAT-097 Foundations of Algebra 3 credits
This course is a continuation of Foundations of Math (MAT093). Topics include algebraic expressions, solving and graphing linear equations and inequalities, exponents and scientific notation, introduction to polynomials, and systems of linear equations and their graphs. Technology is incorporated to facilitate problem solving. This course does not satisfy degree requirements. Prerequisite: Grade of C or better in Foundations of Mathematics (MAT093) or placement. Course may require an additional lab hour.

B01 LEC M,W 9:00 a.m.-11:45 a.m. D208 TBA
B02 LEC M,W 9:00 a.m.-11:45 a.m. D214 TBA
B03 LEC T,Th 9:00 a.m.-11:45 a.m. D210 TBA
B04 LEC T,Th 9:00 a.m.-11:45 a.m. D210 TBA
B05 LEC T,TH 12:00 p.m.-2:45 p.m. D214 TBA
B06 LEC M,W 3:00 p.m.-5:45 p.m. B112 TBA
B07 LEC M,W 3:00 p.m.-5:45 p.m. B112 TBA
B08 LEC M,W 1:00 p.m.-3:45 p.m. H120 TBA
Class meets in the New H Building
B09 LEC T,TH 8:00 a.m.-12:25 p.m. B104 TBA
BE1 LEC M,W 6:00 p.m.-8:45 p.m. B104 TBA
BE2 LEC M,W 6:00 p.m.-8:45 p.m. D208 TBA
BE3 LEC T,TH 6:00 p.m.-8:45 p.m. D214 TBA

MAT-171 Finite Mathematics 3 credits
Set theory, coordinate systems and graphs, matrices and linear systems, linear programming, and probability are considered in this course. Applications to business and the social sciences are emphasized. This course meets General Education “Quantitative Thought” Requirement Area 4. Prerequisite: Grade of C or better in Foundations of Algebra (MAT097).

BE1 LEC T,TH 6:00 p.m.-8:45 p.m. H148 TBA

MAT-194 College Algebra for STEM 4 credits
This course is designed for science, technology, engineering, computer science, and mathematics students and provides a solid preparation for pre-calculus. The course covers systems of linear equations, matrices, partial fractions, linear programming, algebra of functions, quadratic equations, polynomials and rational functions, complex numbers, exponential and logarithmic functions, maximum and minimum problems, symmetry, lines, conic sections, graphs of relations and functions, and applications. A graphing calculator is required for this course. This course meets General Education “Quantitative Thought” Requirement Area 4. Prerequisite: Grade of C or better in Intermediate Algebra (MAT099) or a grade of B or better is recommended for placement.

B01 LEC M,W 9:00 a.m.-11:45 a.m. B105 TBA
B02 LEC T,TH 9:00 a.m.-11:45 a.m. B110 TBA
B03 LEC T,TH 9:00 a.m.-11:45 a.m. B105 TBA
B04 LEC S 8:00 a.m.-12:25 p.m. B109 TBA
BE1 LEC M,W 6:00 p.m.-9:35 p.m. B128 TBA
BE2 LEC M,W 6:00 p.m.-9:35 p.m. B217 TBA

MAT-172 Contemporary Math I 3 credits
This course covers varied mathematical topics that have applications in contemporary society. Topics include systems of linear equations, matrix theory (divisibility, Fermat’s Theorem, characterization of primes, Diophantine equations), mathematical systems (base numbers and modular arithmetic, groups, rings, fields), logic (simple and compound statements, conditionals, conditional logic, truth tables), and patterns and symmetries (Fibonacci sequence, Golden Ratio, natural and artistic illustrations, fractals). The course encourages students to interpret, analyze, and evaluate from a mathematical perspective. The course meets General Education “Quantitative Thought” Requirement Area 4. Prerequisite: Grade of C or better in Foundations of Algebra (MAT097) or placement.

B01 LEC M,W 9:00 a.m.-11:45 a.m. H148 TBA
Class meets at the new H Building
B02 LEC M,W 12:00 p.m.-2:45 p.m. D210 TBA
B03 LEC T,TH 12:00 p.m.-2:45 p.m. D216 TBA
BE1 LEC T,TH 6:00 p.m.-8:45 p.m. D208 TBA

MAT-181 Statistics I 3 credits
This course covers statistical concepts and methods. Topics include averages and variation; elementary probability; binomial, normal, and t-distributions; estimation and hypothesis testing; linear correlation and regression. The course meets General Education “Quantitative Thought” Requirement Area 4. Prerequisite: Grade of C or better in Foundations of Algebra (MAT097) or placement.

B01 LEC M,W 9:00 a.m.-11:45 a.m. TBA
B02 LEC M,W 9:00 a.m.-11:45 a.m. D209 TBA
B03 LEC T,TH 9:00 a.m.-11:45 a.m. H148 TBA
Class meets at the new H Building
B04 LEC T,TH 12:00 p.m.-2:45 p.m. B106 TBA
B05 LEC T,TH 12:00 p.m.-2:45 p.m. D208 TBA
B06 LEC M,W 1:00 p.m.-3:45 p.m. H120 TBA
Class meets at the new H Building
B07 LEC T,TH 6:00 p.m.-8:45 p.m. B104 TBA
B08 LEC T,TH 6:00 p.m.-8:45 p.m. H147 TBA
Class meets at the new H Building
F5 LEC M,W 6:00 p.m.-8:45 p.m. Z04 TBA

MAT-282 Ordinary Differential Equations 4 credits
This course will include first and higher order differential equations and applications, series solutions of differential equations, Laplace transforms, systems of linear first order differential equations and numerical solutions of ordinary differential equations. Emphasis will be placed on analytical techniques and engineering applications aided by the use of computer software. Material on linear systems will be incorporated. Prerequisite: Grade of C or better in Calculus II (MAT282).

B01 LEC T,TH 1:00 p.m.-4:35 p.m. G138 TBA

MAT-281 Calculus I 4 credits
This course reviews concepts of functions, graphs and trigonometry to support the exploration of limits, derivatives, and basic integration. Topics will include limits, continuity, exponential and trigonometric differentiation, applications of the derivative, the definite and indefinite integral, methods of integration, application of integration to determination of the area of region between two curves, volume, integration by parts, trigonometric substitution, partial fractions, and improper integrals. Sequences and series are examined with an emphasis on determining convergence or divergence. Taylor and Maclaurin series will also be studied. Graphing Calculator is required. Prerequisite: Grade of C or better in Calculus I (MAT281) or placement.

B01 LEC T,TH 9:00 a.m.-12:35 p.m. D209 TBA
B01 LEC M,W 6:00 p.m.-9:35 p.m. G139 TBA
B02 LEC T,TH 9:00 a.m.-12:35 p.m. G139 TBA

MAT-231 Calculus for Management Science 4 credits
This one-semester course covers topics designed for students in business, economics, and the social sciences. Topics include limits, differentiation and integration of algebraic, exponential and logarithmic functions, optimization, and other applications. Graphing calculator is required. Prerequisite: Grade of C or better in College Algebra for STEM (MAT194) or placement.

B01 LEC T,TH 1:00 p.m.-4:35 p.m. D209 TBA

MAT-212 Pre-Calculus 4 credits
This course covers the following topics: functions and their graphs, polynomial functions and zeros, and rational functions. Polynomial and logarithmic functions, elements of trigonometry and trigonometric functions, analytic geometry, and sequence and series notation. Graphing calculator is required. Prerequisite: Grade of C or better in College Algebra for STEM (MAT194) or placement.

B01 LEC T,TH 9:00 a.m.-12:35 p.m. G140 TBA
B01 LEC M,W 6:00 p.m.-9:35 p.m. B106 TBA

MAT-211 Precalculus 4 credits
This course covers the following topics: functions and their graphs, polynomial functions and zeros, and rational functions. Polynomial and logarithmic functions, elements of trigonometry and trigonometric functions, analytic geometry, and sequence and series notation. Graphing calculator is required. Prerequisite: Grade of C or better in College Algebra for STEM (MAT194) or placement.

B01 LEC T,TH 9:00 a.m.-12:35 p.m. G140 TBA
B01 LEC M,W 6:00 p.m.-9:35 p.m. B106 TBA

MEDICAL IMAGING SESSION 1
M1G-111 Imaging Technology I 3 credits
This course covers topics in physics of special significance in radiography. Specific areas include Newton’s Laws, and the concepts of mass force, energy, work, and power. It includes heat and its production and transfer. It emphasizes the physics of wave motion. The course covers some general concepts of modern physics including Einstein’s energy equation, the Heisenberg Principle, and quantum concepts. A computer component introduces students to the principles and background of computerized images. Prerequisite: Fundamentals of Algebra (MAT094) or placement.

WB WEB For username and password, go to www.bhc.edu/mymycourseaccess. D Mistrati
Class meets 06/03/13-08/22/13
MIG-119 Echo II 3 credits
This course covers an introduction to the fundamentals of vascular ultrasound. It includes hemodynamic Doppler spectral analysis, and duplex visualization of the cerebrovascular system. It also covers carotid, venous, and transcranial Doppler techniques. Prerequisite: Echo II (MIG119) for Cardiac Sonography Option. Co-requisite: General Sonography Clinical II (SON123) for General Sonography Option.
A1 LEC TTH 8:30 a.m.-11:15 a.m. G218 M Gagnon

MIG-224 Radiologic Technology II 3 credits
Using lecture and lab sessions, this course presents the x-ray circuit in form and function. Topics include, but are not limited to, characteristics of x-rays, wave-particle duality, x-ray production, target interactions, photon interactions with matter, digital and conventional fluoroscopy, and electronic imaging units. Prerequisite: Imaging Technology I (MIG111).
C1 LEC M,W 6:00 p.m.-9:20 p.m. G225 E Peterson

MIG-227 Pharmacology of Radiology 1 credit
This course is designed to provide basic concepts of pharmacology to the medical radiography student. Content includes chemical, generic and trade names for select drugs; pharmacokinetic and pharmacodynamic principles of select drugs; classification of drugs; action, effects, uses and side effects of select drugs on imaging procedures; categories of contrast agents; pharmacology of barium and iodine compounds; dose calculations for adult and pediatric patients; legal and ethical status of the radiographer’s role in drug administration; and the radiographer’s professional responsibility concerning drug administration. This course has a web-based component. Prerequisite: Patient Care for Medical Imaging (MIG109) and Anatomy and Physiology II/Lab (BIO204).
C1 LEC TTH 5:30 p.m.-8:30 p.m. G225 D Misrati

MIG-236P Part-Time Medical Radiography Clinical V 5 credits
This course covers an introduction to the fundamentals of vascular ultrasound. It includes hemodynamic Doppler spectral analysis, and duplex visualization of the cerebrovascular system. It also covers carotid, venous, and transcranial Doppler techniques. Prerequisite: Echo II (MIG119) for Cardiac Sonography Option. Co-requisite: General Sonography Clinical II (SON123) for General Sonography Option.
C1 LEC TTH 8:30 p.m.-9:30 p.m. G225 E Peterson

MIG-251 Advanced PACS Seminar 3 credits
This course covers an introduction to the fundamentals of ultrasound. It includes hemodynamic Doppler spectral analysis, and duplex visualization of the cerebrovascular system. It also covers carotid, venous, and transcranial Doppler techniques. This course covers an introduction to the fundamentals of vascular ultrasound. It includes hemodynamic Doppler spectral analysis, and duplex visualization of the cerebrovascular system. It also covers carotid, venous, and transcranial Doppler techniques. This course covers an introduction to the fundamentals of vascular ultrasound. It includes hemodynamic Doppler spectral analysis, and duplex visualization of the cerebrovascular system. It also covers carotid, venous, and transcranial Doppler techniques. This course covers an introduction to the fundamentals of vascular ultrasound. It includes hemodynamic Doppler spectral analysis, and duplex visualization of the cerebrovascular system. It also covers carotid, venous, and transcranial Doppler techniques. This course covers an introduction to the fundamentals of vascular ultrasound. It includes hemodynamic Doppler spectral analysis, and duplex visualization of the cerebrovascular system. It also covers carotid, venous, and transcranial Doppler techniques.
Students learn pathologic processes in order to build on their knowledge base in the interpretation of normal and abnormal echo features. Prerequisite: Interpretation I (MIG115).

**MUSIC**

**SESSION I**

**MUS-118 Music Appreciation I** 3 credits
An introduction to the history and development of music, this course covers basic questions dealing with the roles of the listener, performer, and composer, as well as representative samples from the first music of the medieval era to the end of the classical era. The course explores music’s relationship to historical events and other art forms of the periods. This course meets General Education “Humanities” Requirement Area 6.

**MUS-119 Music Apprec II** 3 credits
A continuation of the history and development of music, this course presents representative samples of music from the romantic era to the present. It explores music’s relationship to historical events and other art forms of the periods. This course meets General Education “Humanities” Requirement Area 6, Prerequisite: Music Appreciation I (MUS118) or permission of the department chair.

**MUS-122 Foundations of Music** 3 credits
This course covers the full spectrum of rhythm, intervals, scales, key signatures, chords, triads and sevenths, and cadences for beginning students. The course fosters ear training, note reading, some keyboarding application, and much creative activity.

**MUS-129 Rock & Roll History** 3 credits
Beginning with the roots of rock in the rockabilly and blues traditions, continuing through the classical rock of the 50’s and 60’s, this course covers all styles of rock, current and past. The course covers listening to and identifying specific idiosyncrasies of various performers that are central to the study. This course meets General Education “Humanities” Requirement Area 6.

**SESSION II**

**MUS-157 Vocal Performance Workshop** 3 credits
This is a workshop class that offers instruction in basic vocal skills. Instruction in these techniques will lead students to develop their ability to sing accurately and with confidence in any style. This class is open to anyone with a sincere interest in becoming a better singer, regardless of past vocal experience. Each class begins with a group warm-up session that leads to individual performances before the instructor and the rest of the class.

**NURSING**

**SESSION I**

**NUR-100 Drug Calculation** 1 credit
This course covers the apothecary, metric, and household systems of weights and measures and is designed for students admitted to the Nursing Program. The course focuses on the computation of drug dosages for oral and parenteral medications. It emphasizes the applications of skills necessary to compute dosages for infants, children, and adults and the calculations of intravenous infusions and medications. Class meets: 1 hr. lecture. Prerequisite: Foundations of Algebra (MAT097) or placement.

**NUR-101 Keyboarding Techniques** 1 credit
This is an introductory course in college keyboarding designed for students with little or no keyboarding proficiency as well as those looking to upgrade or refresh their skills. Learning to type properly has never been more important. Using state-of-the-art, hands-on, self-paced software, students proceed from basic lessons through accuracy and speed-building exercises designed to prepare them for careers requiring keyboarding proficiency. Taught through BHCC’s on-line eCollege, students submit hands-on progress reports to the course instructor as they proceed through each lesson. Upon completion of this course, students will gain the skill and knowledge necessary to type accurately based on one (1) minute timings at a minimum of 20 words per minute with one (1) error or less. For additional information and/or a course syllabus, contact CSTDpartment@bhcc.mass.edu.

**NUR-102 Practical Nursing** 12 credits
This course builds upon the concepts introduced in Practical Nursing I (PNP111). Students apply the nursing process within the framework of health promotion, health restoration, and health maintenance in the care of adults with stable medical-surgical health care needs. This course builds upon the vocational trends of the practical nurse. Additional expenses may include supplies, equipment and uniforms. Course meets 6 hours of lecture/lab 1-2 days per week and 18 hours of clinical practice in the college or in selected health care facilities each week. Corequisite: Principles of Psychology (PSY101) and Human Growth & Development (PSY215). Prerequisite: Practical Nursing I (PNP111) and Drug Calculations (NUR100).

**OFFICE & INFORMATION MANAGEMENT**

**SESSION I**

**OIM-100 Keyboarding Techniques** 1 credit
This is an introductory course in college keyboarding designed for students with little or no keyboarding proficiency as well as those looking to upgrade or refresh their skills. Learning to type properly has never been more important. Using state-of-the-art, hands-on, self-paced software, students proceed from basic lessons through accuracy and speed-building exercises designed to prepare them for careers requiring keyboarding proficiency. Taught through BHCC’s on-line eCollege, students submit hands-on progress reports to the course instructor as they proceed through each lesson. Upon completion of this course, students will gain the skill and knowledge necessary to type accurately based on one (1) minute timings at a minimum of 20 words per minute with one (1) error or less. For additional information and/or a course syllabus, contact CSTDdepartment@bhcc.mass.edu.

**OIM-101 Document Generation I** 3 credits
This course focuses on learning the keyboard and developing keyboarding technique, speed, and accuracy. It introduces the Windows environment and basic word processing skills, such as editing, saving, changing appearance, using spell check, and printing using Microsoft Office 2010. It covers formatting basic business documents, such as resumes, letters, and memorandums, and discusses health issues and computer concepts as related to keyboarding. Note: The department schedules an exemption test each semester for previous students with previous keyboarding experience. Students should contact the Prior Learning Coordinator in the Center for Self-Directed Learning (CSDL) or department chair for more information.

**PHILOSOPHY**

**SESSION I**

**PHL-101 Intro to Philosophy** 3 credits
This introductory course acquaints students with the philosophic method, the problems and living issues of philosophy, and the great philosophers. Prerequisites: Grade
of C or better in Academic Reading III (ESL098) or Reading Skills II (RDG095) and Writing Skills II (ENG095); or exemption by placement testing.

C1 LEC M,W 6:00 p.m.-9:35 p.m. D212 TBA
WB WEB For username and password, go to www.bhcc.mass.edu/mycourseaccess. Class meets 06/03/13-08/22/13

PHL-103 Ethics 3 credits
This course covers the major philosophical issues in normative ethics and moral philosophy. It covers discussions regarding philosophical views about what is morally right or wrong and the applications to the individual and society. This course emphasizes contemporary problems, issues, and value conflicts. Grade of C or better in Academic Reading III (ESL098) and Academic Writing III (ESL099) or Reading Skills I (RDG095) and Writing Skills II (ENG095); or exemption by placement testing.

WB WEB For username and password, go to www.bhcc.mass.edu/mycourseaccess. Class meets 06/03/13-08/22/13

PHL-111 World Religions 3 credits
This course analyzes the beliefs and practices of major world religions, including Hinduism, Buddhism, Judaism, Christianity, and Islam. Through study of these religions, students compare the beliefs of various traditions and understand their values in an historical context. The course meets General Education "World View" Requirement Area 3. Prerequisites: Grade of C or better in Academic Reading III (ESL098) or Reading Skills II (RDG095) and Writing Skills II (ENG095); or exemption by placement testing.

WB WEB For username and password, go to www.bhcc.mass.edu/mycourseaccess. M Lobraco Class meets 06/03/13-08/22/13
WB1 WEB For username and password, go to www.bhcc.mass.edu/mycourseaccess. M Lobraco Class meets 06/03/13-08/22/13

PSYCHOLOGY
SESSION I

PSY-101 Principles of Psychology 3 credits
This introductory psychology course covers a survey of information and theory. Topics include the brain and behavior, research methods, learning, consciousness, motivation, emotion, human growth and development, personality, abnormal behavior, and psychotherapy, social cognition and understanding. The course meets General Education "Individual and Society" Requirement Area 2. Prerequisites: Academic Reading III (ESL098) or Reading Skills II (RDG095) or co-enrollment in integrated courses, or exemption by placement testing.

A1 LEC M,W 9:00 a.m.-12:35 p.m. B109 C Gorman
A2 LEC M,W 9:00 a.m.-12:35 p.m. B221 C Trevillion

ACADEMIC ESL SESSION
K1-K6........................................Charlestown Day
L1-L6........................................Charlestown Evening

SESSION II

B1-B6..........................................Charlestown Day
E1-E3........................................Charlestown Evening
G1-G3........................................Charlestown Evening
J1-J6........................................Charlestown Evening

DAYS OF THE WEEK:
M ................................................Monday
T ..................................................Tuesday
W ................................................Wednesday
TH .............................................Thursday
F ................................................Friday
S .................................................Saturday

TEACHING METHODS:
CLIN .............Clinical
HYB .........Non-Psychology Major
LAB ............Lab Practicum
LEC ...............Lecture
L/L ..............Lab Practicum and Lecture
SLF ..............Students determine their own schedule
WEB ............Web Based

Sustainability within Curriculum

Courses marked with a leaf symbol are part of BHCC's ongoing efforts to integrate sustainability into the College's curriculum. These courses emphasize the importance of environmental responsibility and contribute significantly to students, understanding and practice of sustainability. Not all sections may be sustainable, please check with the Registrar's Office if you have questions.
PSY-224 Adolescent/Adult Development 3 credits
In this course, students study adolescents and adults in the areas of physical, intellectual and social changes, and their emotional growth and development during life stages of adolescence and adulthood. Prerequisite: Grade of C or higher in Principles of Psychology (PSY101).
A1 LEC M,W 8:00 a.m.-12:35 p.m. H120 E Kellogg
W2 WEB For username and password, go to www.bhtc.mass.edu/mycourseaccess. M Araii
Class meets 08/03/13-08/22/13
PSY-227 Abnormal Psychology 3 credits
This advanced course for the serious student of psychology covers the history of mental illness and its treatment, modern classification, diagnosis, the theoretical causes of disorders, and treatments. The range of psychopathology extends from the disorder-free person to adjustment reactions, anxiety disorders, phobias, obsessive-compulsive disorders, and borderline disorders, to psychosis and major disorders. Prerequisite: Grade of C or higher in Principles of Psychology (PSY101) or permission of instructor.
A1 LEC T,TH 1:00 p.m.-4:35 p.m. H120 S Dottin
Class meets at the new H building
W2 WEB For username and password, go to www.bhtc.mass.edu/mycourseaccess. M Araii
Class meets 08/03/13-08/22/13
PSY-235 Intro to Behavioral Research 3 credits
This course is an introduction to the ways of discovering, describing, and making warranted assertions about aspects of people and social life. The chief objectives are 1) to help students develop the skills and knowledge necessary to become intelligent critics of research in the behavioral and social sciences, and 2) to give them a rudimentary understanding of the design and evaluation of scientific research. Statistical material is treated in a conceptual manner. Prerequisite: Grade of C or higher in Principles of Psychology (PSY101).
A1 LEC T,TH 8:00 a.m.-12:35 p.m. H120 S Dottin
Class meets at the new H building
W2 WEB For username and password, go to www.bhtc.mass.edu/mycourseaccess. M Araii
Class meets 08/03/13-08/22/13
SESSION II
PSY-101 Principles of Psychology 3 credits
This introductory psychology course covers a survey of information and theory. Topics include the brain and behavior, research methods, learning, consciousness, motivation, emotion, human growth and development, personality, abnormal behavior, and psychotherapy, social cognition and understanding. The course meets General Education “Individual and Society” Requirement Area 2. Prerequisite: Academic Reading III (ESL098) or Reading Skills II (RDG095) or co-enrollment in integrated courses, or exemption by placement testing.
B1 LEC T,TH 8:00 a.m.-12:35 p.m. D217 J Bacon
B2 LEC T,TH 12:00 p.m.-3:35 p.m. B127 S Cyme
J1 LEC M,W 6:00 p.m.-9:35 p.m. D218 R Wong
PSY-107 Group Dynamics 3 credits
Through class exercises and observation, this course explores the relationship between the theory and experience of effective groups. It examines comparisons of individual and group performance, group goals, problem solving, decision-making, conformity, norms, cohesiveness, and leadership. The course meets General Education “Individual and Society” Requirement Area 2. Co-requisite: For Office and Information Management majors, Office and Information Management: Technology on the Move (OIM199).
B1 LEC M,W 8:00 a.m.-12:35 p.m. B221 T Matubbar
PSY-209 Child Psychology 3 credits
This course examines the normal physical, cognitive and socio-emotional development of children from conception to age twelve. This course is used to meet the requirements of the A.A. Psychology Concentration or for elective credit in other programs. However, this course may not be used to meet program requirements for degrees or certificates at the ECEdev, EDEV, or HSVE programs. Students may not receive credit for both PSY209 and ECE103 to meet requirements for degrees or certificates for college graduation. Prerequisite: Grade of C or higher in Principles of Psychology (PSY101).
B1 LEC M,W 8:00 a.m.-12:35 p.m. H132 E Kellogg
PSY-215 Counseling 3 credits
This course applies theories and practices to counseling individuals and groups. It explores various theoretical approaches to counseling, and provides practical exercises in counseling. This course is restricted to those students enrolled in the Human Services, Education, Early Childhood, Psychology, or Sociology programs or by permission of the department chair of Education, Early Childhood, and Human Services or the department chair of Behavioral Sciences. Prerequisite: Grade of C or higher in Principles of Psychology (PSY101).
B1 LEC T,TH 9:00 a.m.-12:35 p.m. B128 T Cao
PSY-219 Social Psychology 3 credits
This course covers the complex interrelationship between the individual, small groups, and the greater society. Topics include attitude formation and change, social conflict, prejudice, frustration, and cooperation versus competition and aggression. Prerequisite: Grade of C or higher in Principles of Psychology (PSY101).
B1 LEC T,TH 1:00 p.m.-4:35 p.m. H147 S Dottin
Class meets at the new H building
PSY-224 Adolescent/Adult Development 3 credits
In this course, students study adolescents and adults in the areas of physical, intellectual and social changes, and their emotional growth and development during life stages of adolescence and adulthood. Prerequisite: Grade of C or higher in Principles of Psychology (PSY101).
B1 LEC T,TH 9:00 a.m.-12:35 p.m. H147 TBA
Class meets at the new H building
PSY-227 Abnormal Psychology 3 credits
This advanced course for the serious student of psychology covers the history of mental illness and its treatment, modern classification, diagnosis, the theoretical causes of disorders, and treatments. The range of psychopathology extends from the disorder-free person to adjustment reactions, anxiety disorders, phobias, obsessive-compulsive disorders, and borderline disorders, to psychosis and major disorders. Prerequisite: Grade of C or higher in Principles of Psychology (PSY101) or permission of instructor.
J1 LEC M,W 6:00 p.m.-9:35 p.m. H147 E Sabatkovskia
Class meets at the new H building
READING
SESSION I
RDG-095 Reading Skills II 3 credits
This course develops advanced reading skills necessary for success with college level material. The course will focus on improving comprehension and vocabulary. In particular, students will improve ability to recognize and articulate main ideas, supporting details, and patterns of organization. Students will also improve vocabulary skills using context clues and the dictionary. Note: Students must meet exit-level requirements or pass a departmental reading final in order to earn a passing grade of C in this course.
B1 LEC M,W 6:00 p.m.-9:45 p.m. B108 M Fidel
SESSION II
RDG-095 Reading Skills II 3 credits
This course develops advanced reading skills necessary for success with college level material. The course will focus on improving comprehension and vocabulary. In particular, students will improve ability to recognize and articulate main ideas, supporting details, and patterns of organization. Students will develop critical reading and thinking skills and improve vocabulary. In addition, students will improve note-taking and test-taking skills. Note: Students must meet exit-level requirements or pass a departmental reading final in order to earn a passing grade of C in this course. Prerequisite: Grade of C or better in Reading Skills I (RDG090) or placement by examination.
B1 LEC M,W 10:00 a.m.-1:35 p.m. B133 M Lindahl
SCIENCE
SESSION I
BIO-111 Food/Nutrition 3 credits
This course covers a study of plant and animal sources of human food, their nutritional values, and the way they are utilized by the body in health and disease. Topics include the selection of an adequate diet, evaluation of nutrition status, nutrition in pregnancy and lactation, nutrition in infancy and in aging, weight control, alternate food patterns, ethnic foods, and nutrition-related health problems. The department recommends this course for students in Allied Health programs. The course is offered in the Center for Self-Directed Learning only.
LC SLF 1 hour per credit attendance is required
Arrange hours in the CSDL H165 F Amini
Class meets 08/03/13-08/22/13
BIO-115 Nutrition Science/Lab 4 credits
This course covers a study of plant and animal sources of human food, their nutritional values, and the way they are utilized by the body in health and disease. Topics include chemistry and biology of food, personal nutrition evaluation, nutrition-related health problems, and global food and nutrition issues. Laboratory exercises introduce students to the diagnostic procedures used by nutritionists and to reinforce learning of nutritional theory. A background in biology or chemistry is not required. The course meets General Education “Science and Technology” Requirement Area 5. Course meets: 3 hrs. lecture, 1.5 hrs. lab. Prerequisites: Writing Skills II (ENG095), a grade of C or better in Foundations of Mathematics (MAT093), Academic Reading III (ESL098) or Reading Skills II (RDG095) or placement equivalency.
W8 WEB For username and password, go to www.bhtc.mass.edu/mycourseaccess. H. Hoover, II
Class meets 08/03/13-08/22/13
WB1 WEB For username and password, go to www.bhtc.mass.edu/mycourseaccess. C Gonnella
Class meets 08/03/13-08/22/13
WB2 WEB For username and password, go to www.bhtc.mass.edu/mycourseaccess. C Gonnella
Class meets 08/03/13-08/22/13
CHM-151 Basic Chemistry (Non-Lab) 3 credits
This course is an introduction to basic concepts of inorganic chemistry. The course is designed primarily for students.
who have not previously studied chemistry. Topics, which are presented in a multi-media, modular format, include measurement, chemical symbols and equations, physical and chemical properties, atomic structure, chemical compounds, solutions, and an overview of chemical reactions. The course is offered in the Center for Self-Directed Learning only. Prerequisite: A grade of C or better in Foundations of Algebra (MAT097).

BRIDGE SESSION

BIO-105 Introduction to Biology 4 credits
This course will investigate the major biological concepts that connect all forms of life and is designed for students with little or no background in science. Topics will include the process of life, cellular structure, metabolism, cellular reproduction, genetics, evolutionary theory and principles of ecology. Laboratory work will introduce students to the basic investigative techniques used to study life's processes. There will be no animal dissection in this course. This course will satisfy the General Education "Science & Technology" Area 5 requirement for all programs and may be used as a prerequisite for Anatomy and Physiology I (BIO203). This course will not satisfy the general biology requirement of the Associate in Science: Biological Science program. Prerequisites: Writing Skills II (ENG095), a grade of C or better in Foundations of Mathematics (MAT093), and Reading Skills II (RDG095) or placement equivalency.

BIO-108 Human Biology/Lab 4 credits
This course is designed to introduce students pursuing careers in the health fields to basic structure and function of the human body. It is intended to help students with a limited scientific background grasp the fundamental concepts of biology as well as human anatomy and physiology. Pathophysiology, genetics and relevant clinical aspects are discussed with each system so that students can apply their clinical learning. This course does not substitute for programs that require BIO203 and BIO204. Open to all students and satisfies General Education "Science and Technology" Requirement Area 5. Course meets 3 hrs. lecture, 1.5 hrs. lab. Note: May be used as a prerequisite for Anatomy & Physiology I/Lab (BIO203). Prerequisites: Writing Skills II (ENG095), a grade of C or better in Foundations of Mathematics (MAT093), and Reading Skills II (RDG095) or placement equivalency.

BIO-115 Nutrition Science/Lab 4 credits
This course covers a study of plant and animal sources of human food, their nutritional values, and the way they are utilized by the body. The course will introduce students to basic investigative techniques used to study life's processes. Topics include chemistry and biology of food, personal nutrition evaluation, nutrition-related health problems, and global food and nutrition issues. Laboratory exercises will enhance the student's comprehension of the structure and function of the human body. Course meets: 3 hrs. lecture; 3 hrs. lab. Prerequisites: Grade of C or better in General Biology (BIO104).
CHM-121 Principles of Inorganic Chemistry/Lab 4 credits
This course is an introduction to the basic concepts of inorganic chemistry. Topics include: bonding, atomic structure, solid-state chemistry, stoichiometry, and reaction mechanisms. This course also covers the periodic table of elements, transition metals, coordination compounds, and basic inorganic reactions.

PHY-201 General Physics I/Lab 4 credits
This introductory course covers the principles of physics, using a problem-solving approach. Laws of motion, forces, energy, momentum, and harmonic motion will be covered. For the biology student this course will provide him or her with an enhanced understanding of the physical aspects of living systems. Laboratory work will reinforce the principles of physics and promote the development of problem-solving skills. This course satisfies the physics requirement of the AS Biological Science program. This course does not satisfy the physics requirement of the AS Chemical Science or Physics/Engineering concentrations or the AS Engineering program. Prerequisite: Grade of C or better in Precalculus (MAT197).

CHM-201 General Chemistry I/Lab 4 credits
This course is a rigorous introductory course as part of a two-semester sequence that studies chemical principles. Topics include basic chemistry, atomic structure, reaction types and their equations, stoichiometry, gas laws, and thermodynamics. Students are required to purchase approved safety goggles. Course meets: 3 hours lecture; 3 hours lab. Prerequisite: Grade of C+ or better in Precalculus (MAT197) or exemption by placement testing and a grade of C or better in College Algebra or Calculus I (MAT281). This course is intended for students planning to major or transfer as science, engineering, or pre-medical students. Pre-allied health students or students requiring a one semester overview of chemistry should enroll in Principles of Chemistry I & Lab (CHM110) or Principles of Inorganic Chemistry & Lab (CHM120).

BIO-205 Microbiology/Lab 4 credits
This course is intended for students entering health care careers and the biotechnology industry. This course will provide a solid foundation of basic physiological and biochemical activities of bacteria, viruses, fungi, and protozoa. The fundamentals of microbial physiology, genetics, and immunity will be presented with emphasis placed on virulence factors and the mechanisms in which these microorganisms establish disease. Microbiology in the workplace will be covered through a discussion of methods of physical and chemical control of microorganisms, microbial growth and enumeration. The use of anti-viral drugs, and antibiotics, the host immune response to infection, and the effectiveness of various vaccination strategies will also be discussed. The course will be completed by investigating the importance of human pathogens in patient care and nosocomial infection while looking at several major diseases. Exercises in the laboratory portion of the course deal with these techniques, microbial cultivation and growth characteristics, staining and bacterial isolation techniques, differential biochemical tests, identification of unknown bacterial species, and testing effectiveness of antimicrobial agents. The course includes 3 and 3 hrs lab, Prerequisite: Anatomy and Physiology I/Lab (BIO203) or General Biology I/Lab (BIO195) or admission to the Nursing Program.

BIO-207 College Biology/Lab 4 credits
A study of cell structure and function including the following topics: organelles, membrane function, metabolism, gene action, communication, and regulation of growth. Some specialized cells will be discussed. The laboratory will include biotechnological, molecular, and cellular experiments. Class meets: 3 hrs lecture; 3 hrs lab. Prerequisite: A grade of C or better in General Biology I/Lab (BIO195) or General Biology I/Lab (CHM195) or permission of the science and engineering department.

CHM-212 Principles of Organic & Biochemistry/Lab 4 credits
This course is required to enter organic and biochemistry. The naming and reactivity patterns of common organic functional groups will be presented. A study of biochemistry will introduce students to the chemical structures and reactions of lipids, carbohydrates, proteins, and nucleic acids and their role in metabolism. The standard length three hour laboratory session will serve to reinforce the concepts discussed during lectures and will provide students with practical experience in organic synthesis reactions and organic compound identification methods. This course does not satisfy the AA Chemistry Concentration of the AA Chemistry Concentration. Prerequisite: Grade of C or better in Chemical Science I & Lab (CHM110) or Principles of Inorganic Chemistry & Lab (CHM120).

BIO-114 General Biology I/Lab 4 credits
This is an introduction to the basic concepts of biology with a focus on biological diversity. The course covers an introduction to the study of living systems, understanding the nature of life, and the role of scientists in the study of life. Special emphasis is placed on the development of problem-solving skills. This course satisfies the science requirement of the AA Biological Science or AA Engineering concentration or the AA Engineering program. Prerequisite: Grade of C or better in Precalculus (MAT197).

PHY-202 General Physics II/Lab 4 credits
This course is an introduction to the fundamental principles and concepts of physics, using a problem-solving approach. The topics considered include the basic equations of motion, Newton’s laws and their applications, work, energy, momentum, rotational kinematics and dynamics, conservation laws, laws of universal gravitation, and simple harmonic and oscillatory motion. Course meets: 3 hrs lecture; 3 hrs lab. Prerequisite: Grade of C or better in Calculus I (MAT281).

PHY-251 College Physics II/Lab 4 credits
This course is an introduction to some of the fundamental principles and concepts of physics, using a problem-solving approach. The topics considered include the basic equations of motion, Newton’s laws and their applications, work, energy, momentum, rotational kinematics and dynamics, conservation laws, laws of universal gravitation, and simple harmonic and oscillatory motion. Course meets: 3 hrs lecture; 3 hrs lab. Prerequisite: College Physics II/Lab (PHY251), Pre/co-requisite: Grade of C or better in Calculus II (MAT282).

SOCIOLOGY

SOCIETY SESSION I

SOC-101 Principles of Sociology 3 credits
This course covers an introduction to the concepts and theories of sociology and social institutions. The course meets General Education “Individual and Society” Requirement Area 2. Prerequisite: Academic Reading III (ELC998) or Reading Skills II (RDG095) or placement equivalent in accordance with the College's Placement Testing Program. Courses or exemption from reading requirement by placement testing.

A1 LEC M 9:00 a.m.-12:35 p.m. D218 L Scott
A2 LEC M 9:00 a.m.-12:35 p.m. B137 S Slater
C1 LEC M 6:00 p.m.-9:35 p.m. D217 S Starr
C2 LEC M 6:00 p.m.-9:35 p.m. H120 S Scott
Class meets at the new H building
**SOC-109 Cultural Anthropology** 3 credits  
This course demonstrates the way that the basic concepts and techniques developed by cultural anthropologists help us understand various cultures and intercultural relations. Through ethnographic readings and films, students learn about kinship, gender, ethnicity, religion, and social change in a variety of cultures. The course increases awareness of cultural dimensions of human experience and the diversity and flexibility of human cultures. The course meets General Education “Individual and Society” Requirement Area 2. Prerequisite: Academic Reading III (ESL098) or Reading Skills II (RDG095). Credit not given for both courses.  
W8 WEB For username and password, go to www.bhcc.mass.edu/mycourseaccess. J Williams  
Class meets 06/03/13-08/22/13

**SOC-110 Physical Anthropology** 3 credits  
Presented in four basic sections, this course covers an introduction to the field of physical anthropology, genetics, human evolution, and evolution of behavior. Module topics include: the history of physical anthropology; man in the natural world; practical genetics; classification within the human species; homin sapiens; homo erectus; the Australopithecines; evolution review; what was before man; evolution of behavior; where do we go from here? This course is offered through the Center for Self-Directed Learning only.  
LC SLF 1 hour per credit attendance is required  
Arrange hours in the CSDL  
Class meets 06/03/13-08/22/13

**SOC-111 The Family** 3 credits  
This course examines psychological and sociological factors related to the dynamics of family life. The course covers the process of the growth and adjustment of each family member as the family structure changes. Students discuss the historical, cross-cultural, and future family. Prerequisite: one introductory Behavioral Science course.  
W8 WEB For username and password, go to www.bhcc.mass.edu/mycourseaccess. L Schyrkoj  
Class meets 06/03/13-08/22/13

**SOC-205 Urban Sociology** 3 credits  
This course covers the problems of social issues of contemporary urban life. It covers individuals’ responses to cultural, racial, political, institutional, educational, economic, and other challenges of city life. Prerequisite: Principles of Sociology (SOC101).  
W8 WEB For username and password, go to www.bhcc.mass.edu/mycourseaccess. Y Vising  
Class meets 06/03/13-08/22/13

**SOC-206 Juvenile Delinquency** 3 credits  
This course examines the causes and types of juvenile behavior that violate the law. Students study issues such as socialization, deviant roles, social processes, the special attributes of youth, and historical attitudes toward childhood and adolescence. Topics include family juvenile court, correctional institutions, causes of delinquency, the female delinquent, and prevention and treatment of delinquency.  
W8 WEB For username and password, go to www.bhcc.mass.edu/mycourseaccess. L Sarpy  
Class meets 06/03/13-08/22/13

**SOC-207 Criminology** 3 credits  
This course examines various aspects of crime from the perspective of the sociologist. The course emphasizes social structural/societal process theories of social disorganization and crime causation. Other topics include the history of criminology, the nature and extent of crime, the measurement of crime, criminal typologies, public order crime, victims, and victimization. Prerequisite: Principles of Psychology (PSY101) or Principles of Sociology (SOC101).  
W8 WEB For username and password, go to www.bhcc.mass.edu/mycourseaccess. T Chuda  
Class meets 06/03/13-08/22/13

**SOC-229 Sociology of Film** 3 credits  
This course deciphers the explicit and implicit message contained in films that have to do with the organization and structure of culture and society from the past to the present. The course covers the idea that, like all art forms, films are created in a social context and express a particular point of view through the characters, themes, motifs, and visual styles they embody.  
W8 WEB For username and password, go to www.bhcc.mass.edu/mycourseaccess. K Lancaster  
Class meets 06/03/13-08/22/13

**SESSION II**

**SOC-101 Principles of Sociology** 3 credits  
This course covers an introduction to the concepts and theories of sociology and social institutions. The course meets General Education “Individual and Society” Requirement Area 2. Prerequisite: Academic Reading III (ESL098) or Reading Skills II (RDG095) or co-enrollment in integrated courses or exemption from reading requirement by placement testing.  
W8 WEB For username and password, go to www.bhcc.mass.edu/mycourseaccess. A Bautista  
Class meets 06/03/13-08/22/13

**SOC-105 Aging With Photoshop** 3 credits  
This course demonstrates the way that the basic concepts and techniques developed by cultural anthropologists help us understand various cultures and intercultural relations. Through ethnographic readings and films, students learn about kinship, gender, ethnicity, religion, and social change in a variety of cultures. The course increases awareness of cultural dimensions of human experience and the diversity and flexibility of human cultures. The course meets General Education “Individual and Society” Requirement Area 2. Prerequisite: Academic Reading III (ESL098) or Reading Skills II (RDG095) or co-enrollment in integrated courses or exemption from reading requirement by placement testing.  
B1 LEC M,W 9:00 a.m.-12:35 p.m.  
D218 L Scott  
B2 LEC T,H 9:00 a.m.-12:35 p.m.  
D218 D Graves  
J1 LEC M,W 6:00 p.m.-9:35 p.m.  
D217 J Plantadosi  
J2 LEC T,H 6:00 p.m.-9:35 p.m.  
H120 J Plantadosi  
B1 LEC M,W 9:00 a.m.-12:35 p.m.  
D214 A Bautista  
B2 LEC M,W 1:00 p.m.-4:35 p.m.  
H147 A Bautista  

**VISUAL & MEDIA ARTS SESSION I**

**VMA-104 Drawing I** 3 credits  
An introductory studio course designed to examine basic vocabulary and drawing skills and concepts. Using a wide range of drawing media, students work primarily from observation mastering the concepts of objective drawing. While concentrating on the formal visual elements: line, form, texture and color, students explore such concepts as figure/ground, scale, positive and negative space, proportion, perspective, volume, light, compositional issues and pictorial unity. There is an emphasis on writing and communication skills for mastery of basic vocabulary, and process of evaluation and critique. This course meets General Education “Humanities” Requirement Area 6. Prerequisite: Writing Skills II (ENG095).  
A1 LEC M,W 9:00 a.m.-12:35 p.m.  
D213 C Cavallero  
A2 LEC T,H 9:00 a.m.-12:35 p.m.  
D213 B Percoco  
W8 WEB For username and password, go to www.bhcc.mass.edu/mycourseaccess. Y Chen  
Class meets 06/03/13-08/22/13  
W8 WEB For username and password, go to www.bhcc.mass.edu/mycourseaccess. Y Chen  
Class meets 06/03/13-08/22/13

**VMA-105 Digital Imaging With Photoshop** 3 credits  
The Adobe Photoshop workspace reflects the technical basis of the digital image. Understanding the structure of this environment enables the student to systematically build confidence and skill in its use, and also apply its principles in related applications. This course surveys the breadth and depth of the Photoshop workspace and toolset through lecture presentations and lab exercises. An overview of the digital imaging workflow will be presented, with emphasis on image processing. Students must have basic computer literacy. Prerequisite: Writing Skills II (ENG095) and Foundations of Mathematics (MAT093).  
A1 LEC M,W 9:00 a.m.-12:35 p.m.  
E67 A Carter  
W8 WEB For username and password, go to www.bhcc.mass.edu/mycourseaccess. T Banjo  
Class meets 06/03/13-08/22/13

**VMA-111 Intro to Mass Media** 3 credits  
This course covers an overview of the history and theory of mass media, including print, radio, television, the Internet, movies, advertising and public relations. The course covers concepts of mass media, the role of industries, and practical methods to analyze and understand the influence of the mass media on social, cultural, and political life, not only in the United States, but also around the globe. In addition, the course looks at ways individuals themselves can influence the media. The course meets General Education World View Requirement Area 3. Prerequisites: Writing Skills II (ENG095) and Foundations of Mathematics (MAT093).
VMA-112 Art History - Prehistoric-Medieval 3 credits
The course is a broad multicultural survey of the art and architecture of Egypt, Rome, Greece, the Near, Mid, and Far East, and Europe, from the Paleolithic Era through the Moyen Age. The course stresses the understanding of art through examining visual concepts such as composition, space, rhythm, symmetry, perspective, and subject matter, as well as its social, political, and cultural contexts. Students will experience and analyze works of art through lectures, written assignments, journal entries, identification and essay exams, presentations, group projects, and visits to museums. The course meets General Education "Humanities" Requirement Area 6. Prerequisites: Writing Skills II (ENG095) and Foundations of Mathematics (MAT093).
A1 LEC T,TH 9:00 a.m.-12:35 p.m. D Pastel
B1 LEC M,W 9:00 a.m.-12:35 p.m. D Pastel
WB WEB For username and password, go to www.bhcc.mass.edu/mycourseaccess. Y Chen
Class meets 06/03/13-08/22/13

VMA-113 Art History- Renaissance to Contemporary 3 credits
This course is a broad multicultural survey of art and architecture from the Early Renaissance through contemporary times. Major movements in both Western and non-Western traditions are covered. The course stresses the understanding of art through examining visual concepts such as composition, space, rhythm, symmetry, perspective, and subject matter, as well as its social, political, and cultural contexts. Students will experience and analyze works of art through lectures, written assignments, journal entries, identification and essay exams, presentations, group projects, and visits to museums. The course meets General Education "Humanities" Requirement Area 6. Prerequisites: Writing Skills II (ENG095) and Foundations of Mathematics (MAT093).
A2 LEC T,TH 9:00 a.m.-12:35 p.m. E171 D Pastel
B2 LEC T,TH 9:00 a.m.-12:35 p.m. E171 D Pastel
WB WEB For username and password, go to www.bhcc.mass.edu/mycourseaccess. D O'Malley
Class meets 06/03/13-08/22/13

VMA-122 Painting I 3 credits
This course instructs students in the painting medium of acrylic and/or oil paint. The course places emphasis on drawing, composition, color, value, and paint quality. Students acquire basic skills in painting from observation. Class time includes one-on-one instruction and group critiques. The course meets General Education Humanities Requirement Area 6. Prerequisites: Writing Skills II (ENG095) and Foundations of Mathematics (MAT093).
A1 LEC T,TH 1:00 p.m.-4:35 p.m. D219 E Petitti
A2 LEC T,TH 12:30 p.m.-3:55 p.m. D219 E Petitti
WB WEB For username and password, go to www.bhcc.mass.edu/mycourseaccess. Y Chen
Class meets 06/03/13-08/22/13

VMA-123 Water Color I 3 credits
An introduction to the medium of watercolor paint, this course demonstrates and explores basic techniques such as wet-on-dry, wet-on-wet, and washes. Students draw from observation and learn to manipulate value, tone, and color. Class time includes one-on-one instruction and group critiques. The course meets General Education Humanities Requirement Area 6. Prerequisites: Writing Skills II (ENG095) and Foundations of Mathematics (MAT093).
A1 LEC T,TH 9:00 a.m.-12:35 p.m. D219 Y Chen
WB WEB For username and password, go to www.bhcc.mass.edu/mycourseaccess. Y Chen
Class meets 06/03/13-08/22/13

VMA-131 Digital Publishing with InDesign 3 credits
This course introduces students to the fundamental knowledge required to operate Macintosh computers for use in digital publishing. Students become computer literate by learning the basic principles of digital publishing. Through an introduction to the word processing program Microsoft Word and the page layout program InDesign, students are directed in the production of documents that require the application of those principles. Students are also exposed to Adobe Illustrator and Adobe Photoshop as they are used in conjunction with Adobe InDesign. Students without previous computer experience are encouraged to take Applications/ Concepts (CIT110). Prerequisites: Writing Skills II (ENG095) and Foundations of Mathematics (MAT093).
A1 LEC T,TH 9:00 a.m.-12:35 p.m. E167 M Wargelin

VMA-160 Intro Digital Photography 3 credits
Digital photography has made it technically possible to generate countless photographs at virtually no cost, yet the formal problems of picture-making remain. How is it possible to create photographs with power and significance? This course explores basic technical issues of the digital photography workflow joined with a formal exploration of seeing photographically, using both shooting assignments and lab exercises. Examples from the photographic tradition will be examined. Adobe Photoshop is used to adjust and manipulate images for printing. Inkjet printers are used to create photographic quality output. Students must have a digital camera and basic computer literacy. This course fulfills General Education Humanities Requirement Area 6. Prerequisites: Writing Skills II (ENG095) and Foundations of Mathematics (MAT093).
A1 LEC M,W 9:00 a.m.-12:35 p.m. E160 M Sweeney
B2 LEC T,TH 9:00 a.m.-12:35 p.m. E160 M Diamond

SESSION II
VMA-104 Drawing I 3 credits
An introductory studio course designed to examine basic vocabulary and drawing skills and concepts. Using a wide range of drawing media, students work primarily from observation mastering the concepts of objective drawing. While concentrating on the formal visual elements: line, shape, value, texture and (limited) color, students explore such concepts as figure/ground, scale, positive and negative space, proportion, perspective, volume, light, compositional issues and pictorial unity. There is an emphasis on writing and communication skills for mastery of basic vocabulary, and process of evaluation and critique. This course meets General Education "Humanities" Requirement Area 6. Prerequisites: Writing Skills II (ENG095).
A1 LEC M,W 9:00 a.m.-12:35 p.m. D213 A Freiberg
B2 LEC T,TH 9:00 a.m.-12:35 p.m. D213 J Montford

BHCC recommends all students check their BHCC email for important campus-wide notifications and announcements, as well as BHCC online course-related information.
Massachusetts Community College
In-State Tuition Eligibility Form

Bunker Hill Community College requires all students claiming in-state tuition eligibility to submit documentation. An eligible person shall mean (A) a U.S. Citizen, lawful immigrant, permanent resident, or holder of another legal immigration status, (B) who has satisfied the durational residency requirement and can demonstrate his/her intent to remain in Massachusetts.

PROVIDE ONE DOCUMENT FROM LIST (A)

- U.S. Citizen (student must submit birth certificate or U.S. passport)
- Resident Alien (student must submit copy of resident alien card)
- U.S. permanent resident with I-151, I-551, and I-551C forms (students must submit INS documentation)
- I-94 from the U.S. Immigration and Naturalization Service with one of the following designations stamped on the card: refugee; Cuban-Haitian entrant status pending; asylum granted; indefinite parole; or humanitarian parole (student must submit passport or INS documentation).
- Non-citizen who is in (or who is eligible to apply and who has applied for) refugee/asylum status

PROVIDE TWO DOCUMENTS FROM LIST (B)

Please present the two documents you selected from the other side of this form. The documents must be dated at least 6 months prior to the first day of classes for the semester/session you are enrolling, but not more than one year prior to that date.

Documentation must be provided to the Admissions & Registration Desk at the time of registration or upon submission of your admission application, whichever comes first. For questions concerning residency requirements, please contact the Office of Admissions at 617-228-3398.
In-State Tuition Eligibility Form

MASSACHUSETTS COMMUNITY COLLEGES – IN-STATE TUITION ELIGIBILITY FORM

Last Name __________________________________ First Name ______________________ MI ______
Street Address __________________________________ City __________ State ___ Zip Code ______
SSN# or Student I.D. Number ______________________ Date of Birth __________ Phone ______

Are you a U.S. Citizen?  ☐ Yes  ☐ No  If not, please complete the following:
Are you a Permanent Resident?  ☐ Yes  ☐ No  (If yes, list alien registration number:________________________)
If you are not a U.S. Citizen or Permanent Resident, please state your Visa or immigration status in detail:
____________________________________________________________________________________

Please check the documents you possess as proof of your intent to remain in Massachusetts and bring them with you to BHCC:

☐ Valid Drivers License  ☐ Utility bills*  ☐ Employment pay stub*
☐ Valid Car registration  ☐ Voter registration*  ☐ State/Federal tax returns*
☐ Mass. High School Diploma †  ☐ Signed lease or rent receipt*  ☐ Military home of record*
☐ Record of parents’ residency for unemancipated person*  ☐ Other ___________________________

☐ I have been a Massachusetts resident for six (6) continuous months and intend to remain here.
☐ I have been a Massachusetts resident for LESS THAN six (6) continuous months.

As proof of my intent to remain in Massachusetts, I possess at least 2 of the following documents, which I shall present to the institution upon request. These documents* must be dated between six (6) months and one (1) year of the start date of the academic semester for which I seek to enroll (except for my high school diploma, which may only be used if I graduated within one (1) year of the start date of the academic semester for which I am enrolling †). The institution reserves the right to make any additional inquiries regarding the applicant’s status and to require submission of any additional documentation it deems necessary.

CERTIFICATION OF INFORMATION

I certify that this information is true and accurate. I understand that any misrepresentation, omission or incorrect information shall be cause for disciplinary action up to dismissal, with no right of appeal or to a tuition refund.

Applicant Signature: ___________________________________ Date ______________________
Parent/Guardian Signature: ________________________________ Date ______________________
(Applicant is Under 18 Years Old)

FOR OFFICIAL USE ONLY - DO NOT WRITE IN THIS BOX

I have reviewed the above information in order to determine this individual’s eligibility to receive the in-state tuition rate. Based on my review I have determined that this individual:

☐ IS eligible for the in-state tuition rate.  ☐ IS NOT eligible for the in-state tuition rate.
☐ I am unable to make a determination at this time.

The following additional information has been requested from the applicant:
____________________________________________________________________________________

Authorized College Personnel: ________________________________ Date: ______________________

2/13/13
BHCC fax-in Registration Form for Credit and Non-Credit courses

Students taking credit courses may use this form to register if:
- they are registering for one or two classes (8 credit maximum);
- they are willing to accept responsibility for their own course selection on the basis of published program requirements for credit courses under their curriculum year;
- they either have taken the College Placement Test (CPTs) or have completed an English or mathematics course at an accredited institution (if they are signing up for a course in these subjects);
- they fax a copy of their transcript from another institution if they are taking a course which requires a prerequisite;
- they are paying in full at the time of registration;
- they are providing or have provided a completed Application for Massachusetts In-State Tuition form and all supporting documentation to receive the in-state tuition rate;

Register by Fax:
Fax the form and related documents with your credit card information to: 617-228-3481

The deadline to register for Summer 2013: Session I, Bridge, ESL & Web courses by fax is May 30, 2013.

The deadline to register for Summer 2013: Session II courses is July 12, 2013.

Students may register for non-credit courses throughout the semester.

Register by Phone:
(for Non-Credit courses only)
Phone in your registration by calling:
617-228-2462, Monday-Thursday, 9 a.m. - 4 p.m. Have your credit card information handy when you call.

Confirmation of your registration will be sent to you before classes begin. Please suggest an alternate course on your registration form in the event your first choice is not available.

<table>
<thead>
<tr>
<th>COURSE</th>
<th>SUBJECT</th>
<th>COURSE NUMBER</th>
<th>SECTION</th>
<th>COURSE TITLE</th>
<th>CREDIT HOURS</th>
</tr>
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<tbody>
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<td>111</td>
<td>M1</td>
<td></td>
<td>College Writing</td>
<td>3</td>
</tr>
</tbody>
</table>

Note to Student: When you sign this registration form, you are academically and financially responsible for the courses for which you register including required prerequisites and the requirements for the program in which you are enrolled.

COST OF ATTENDANCE
For the cost of credit courses, refer to the Tuition and Fee Schedule listed in this publication
To calculate the cost of credit courses: multiply the tuition and fees by the total number of credits you are taking.

NON-CREDIT COURSES:
Fill in the TOTAL COST line.

Tuition & Fees* _________________

\[
\text{Credits} \times \text{Tuition & Fees} = \text{TOTAL COST}
\]

* For Health Courses, add an additional $35 per credit.

METHOD OF PAYMENT

- Check
- Money Order
- VISA
- MASTERCARD
- DISCOVER
- AMERICAN EXPRESS

NOTE: For credit courses, if you are claiming entitlement to in-state tuition privileges, you must complete an application for Massachusetts In-State Tuition Rates form and meet the requirements.

NAME ____________________________

ACCOUNT NUMBER ____________________

EXPIRATION DATE ____________________

CVS SECURITY CODE * __________________

SIGNATURE __________________________

*CVS Security Code:
Visa, MasterCard, Discover: Security code is a 3-digit code on the back of your card (last 3 digits of the number to the right of the signature stripe).
American Express: Security code is the 4-digit code appearing above your credit card number on the front of your card.

Note to Student: When you sign this registration form, you are academically and financially responsible for the courses for which you register including required prerequisites and the requirements for the program in which you are enrolled.
250 New Rutherford Avenue
Boston, MA 02129-2929
www.bhcc.mass.edu

CHARLESTOWN CAMPUS
250 New Rutherford Avenue
Boston, MA 02129
617-228-2000
TTY: 617-228-2051

CHELSEA CAMPUS
175 Hawthorne Street
Chelsea, MA 02150
617-228-2101
TTY: 617-228-3377

EAST BOSTON SATELLITE
East Boston Neighborhood Health Center
155 Addison Street
East Boston, MA 02128
617-228-3340
TTY: 617-228-2051

MALDEN SATELLITE
Malden High School
77 Salem Street
Malden, MA 02148
617-228-2403
TTY: 617-228-2051

SOUTH END SATELLITE
I.B.A./Villa Victoria
405 Shawmut Avenue
Boston, MA 02118
617-927-1707
TTY: 617-228-2051

AFFIRMATIVE ACTION and EQUAL OPPORTUNITY POLICY
Bunker Hill Community College is an affirmative action/equal opportunity institution and does not discriminate on basis of race, creed, religion, color, sex, sexual orientation, gender identity, age, disability, genetic information, maternity leave, and national origin in its education programs or employment pursuant to Massachusetts General Laws, Chapter 151B and 151C, Title VI, Civil Rights Act of 1964; Title IX, Education Amendments of 1972; Section 504, Rehabilitation Act of 1973; Americans with Disabilities Act, and regulations promulgated thereunder, 34 C.F.R. Part 100 (Title VI), Part 106 (Title IX) and Part 104 (Section 504). All inquiries concerning application of the above should be directed to Thomas L. Saltonstall, Director of Diversity and Inclusion, Affirmative Action Officer, and Coordinator of Title IX and Section 504, at 617-228-3311, 250 New Rutherford Avenue, Room E236F, Boston, MA 02129.

When a student or employee believes she has been discriminated against based on race, creed, religion, color, national origin, age, sex, gender identity, genetic information, maternity leave, sexual orientation or disability status, the College’s Affirmative Action Plan provides an informal complaint process and a formal grievance process which may be accessed by any member of the College community. For more information, or for a copy of the plan and/or grievance procedure, contact Thomas L. Saltonstall, the College’s Affirmative Action Officer at 617-228-3311.