



Bay State College Course Catalog 2015/2016

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AAC 101 ACADEMIC ACHIEVEMENT COURSE

1 Credit

[Official description for this course is forthcoming.]

ACC 100 FINANCIAL ACCOUNTING I

3 Credits

This is an introductory course in accounting that will allow students to develop a basic understanding of the language of business. Topics include the accounting cycle, accounting terminology and principles, special journals, current assets including merchandise inventory and current liabilities, cash and internal controls together with the construction and analysis of financial statements.

ACC 110 FINANCIAL ACCOUNTING II

3 Credits

This course introduces students to accounting procedures utilized in the issuance and redemption of both equity and debt securities. The valuation of plant assets, natural resources and intangibles. Students will explore the various forms of business ownership such as partnerships and corporations, including analysis of the Income Statement, Balance Sheet and Statement of Cash Flows. Other topics discussed will include the accounting for investments and the time value of money.

Pre-Requisite: ACC 100 - FINANCIAL ACCOUNTING I

ACC 200 INTERMEDIATE ACCOUNTING I

3 Credits

The course focuses on financial accounting standards and prepares the student with the tools to apply the standards. The coverage starts with the conceptual framework and then concentrates on the four financial statements. This course concludes with an in-depth look at the sections of the balance sheet.

Pre-Requisite: ACC 110 - FINANCIAL ACCOUNTING II

ACC 201 INTERMEDIATE ACCOUNTING II

3 Credits

This course is a continuation of ACC 200 and continues with the conceptual framework as it applies to the liabilities and stockholders' equity sections of the Balance sheet. The student then focuses on special accounting issues in accounting and concludes with the Statement of Cash Flows.

Pre-Requisite: ACC 200 - INTERMEDIATE ACCOUNTING I

ACC 400 TAXATION

3 Credits

This course will examine the complex issues surrounding individual and corporate US taxation, including income and payroll taxes, capital gains, deductions and depreciation and property issues. Taxation will also cover the strategic planning aspects of tax regulations and policy changes.

Pre-Requisite: FIN 201 - FINANCE And

Pre-Requisite: ACC 110 - FINANCIAL ACCOUNTING II

AHI 100 FINE ARTS

3 Credits

This course is intended to provide an introduction to the fine arts, including painting, sculpture, architecture, music, modern opera, and poetry. Focus is placed on the historical, religious, and political significance of the art studied. Students are expected to recognize major developments in Western thought and culture from the early Renaissance to modern art of the 20th century. Students are asked to visit museums and attend productions as well as other cultural events. A student must have a minimum English standing of ENG 101 to enroll in this course.

AHI 101 ART HISTORY I-THE ANCIENTS TO THE RENAISSANCE

3 Credits

This is a survey of the history of art from the Ancients through the Renaissance, including the art of Mesopotamia and Egypt, Ancient Greece and Rome, and the Middle Ages. We will conclude with the revival of classical ideals during the Renaissance after which students may go on to Art History II - Renaissance to Modern. A student must have a minimum English standing of ENG 101 to enroll in this course.

AHI 102 ART HISTORY II-RENAISSANCE TO THE MODERN

3 Credits

This course will provide a survey of art history of the Western World for the Renaissance through the 20th century, including painting, sculpture, and architecture. Focus of our study will be placed on the historical, religious, political and cultural significance of the art we examine. Students will be expected to recognize major developments in Western Art from the 15th - 20th century and to identify major artists and their individual contributions to Western civilization. Students will be asked to attend a tour of the Museum of Fine Arts, Boston. A student must have a minimum English standing of ENG 101 to enroll in this course.

AHI 103 AMERICAN ART HISTORY

3 Credits

This course is a general introduction to the history of American art. It will trace the development of various artistic styles such as portraiture, genre painting, Impressionism, and abstraction through the works of selected artists. The course also will incorporate an examination of the social and historical context that produced such art as well as look at art in its role as communicator, social critic, political tool and means for documenting history. The course will include lecture, hands-on projects and group work. Several field trips will also be required. A student must have a minimum English standing of ENG 101 to enroll in this course.

AHI 105 ART AND ARCHITECTURE

3 Credits

This introductory course will allow students to increase their understanding of art and architecture through direct exposure to notable museums and regional milestones within the Boston area. The highlights of this course are the weekly guided visits to local art museums and art galleries, as well as guided architectural excursions through the State House, Back Bay, Copley Square, and South End areas of Boston. Weekly trips are supplemented by frequent readings, lectures, and discussions. A student must have a minimum English standing of ENG 101 to enroll in this course.



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ANT 103 ANTHROPOLOGY OF HEALTH AND ILLNESS

3 Credits

The purpose of this course is to place health and illness in a sociocultural context. Culture affects attitudes, beliefs, and techniques of healing and vice versa. Theories, practices, and institutions in relation to global and local cultural groups will be examined. Cross-cultural similarities and differences in birth, aging, disability, death, etc., will be discussed in various cultural myths, and alternative approaches to healing and illness are studied in various cultural settings.

Pre-Requisite: ENG 102 - ENGLISH II

AUD 101 AUDIO THEORY AND RECORDING

3 Credits

In this course, students are introduced to the basic skills, theories and production techniques used in multi-track music recording and production. Topics include studio recording console design and operation, microphone design theory and application, digital tape machines, patch bay, signal flow, and basic mixdown techniques.

**Pre-Requisite: MAT 101 - COLLEGE ALGEBRA Or
Pre-Requisite: MAT 102 - COLLEGE ALGEBRA II WITH
TRIGONOMETRY Or
Pre-Requisite: MAT 103 - COLLEGE ALGEBRA Or
Test Placement: Math Placement >= 101**

AUD 102 DESKTOP AUDIO

3 Credits

In this class, students learn the essentials of ProTools and sampling/looping. Students will be introduced to the theories, practices, and tools used in digital audio production. The focus of this course is the fundamental concepts behind digital audio tools, including binary number systems, analog to digital converters, cables and connectors, digital protocol formats, file formats, and delivery media.

**Pre-Requisite: AUD 101 - AUDIO THEORY AND RECORDING -
Minimum GPA: 1.70**

AUD 103 LIVE SOUND ENGINEERING

3 Credits

Sound Engineering is a broad-based course designed to give students a wide based knowledge of and experience in sound engineering theory and practice. It covers sound from theatre to conference room, from concert hall to stadium. It is not a music producer's course but an engineer's course for people who want to know how sound engineering equipment operates and why.

**Pre-Requisite: AUD 101 - AUDIO THEORY AND RECORDING -
Minimum GPA: 1.70**

AUD 104 STUDIO RECORDING

3 Credits

Students apply, develop and expand on skills learned in AUD101 by recording projects with musicians. Much of the course focuses on audio processing tools and techniques. Specific topics include dynamic processors, digital effects, SMPTE synchronization, equalization, analog tape recorders, time code, automated mixdown, and recording session protocols and procedures.

**Pre-Requisite: AUD 102 - DESKTOP AUDIO - Minimum GPA:
1.70 And
Pre-Requisite: AUD 103 - LIVE SOUND ENGINEERING -
Minimum GPA: 1.70**

AUD 106 CRITICAL LISTENING

3 Credits

This course provides aspiring music producers with the ability to hear and identify the key features of a balanced, artful, and professional music mix. Through educational drills, analysis of classic recordings, and comparison of different mixing styles, students will be able to identify width and depth, free range, dynamics, and mix approaches used in various music selections.

AUD 200 MIDI AND SYNTHESIS

3 Credits

Students learn advanced desktop audio applications MIDI (Musical instrument digital interface) protocol and Audio Synthesis. Topics include hard disk recording, sampling and editing, signal processing and MIDI in multimedia. Advanced skills will be developed using synthesizers and samplers. Students will study the elements of sound and how they apply to simple and complex waveforms, envelopes, LPOs, filters and keyboard architecture.

Pre-Requisite: AUD 102 - DESKTOP AUDIO

AUD 203 MIXDOWN

3 Credits

This course provides students with an understanding of the synchronization of different mediums with digital audio and sampling techniques. For example, students will learn to replace acoustic drums with MIDI samples. Critical listening skills are further developed to create well-engineered recording projects.

AUD 210 LOGIC PRO STUDIO

3 Credits

Using Logic Pro Studio, one of the industry standard digital production software packages, students will explore beginning, intermediate and advanced production techniques of audio recording and importing, editing and manipulation, virtual instruments and plug-ins, and other application interface. Students will demonstrate increasing proficiency with Logic Pro Studio through individual and team based projects.

**Pre-Requisite: AUD 102 - DESKTOP AUDIO - Minimum GPA:
1.70**

AUD 220 ADVANCED AUDIO THEORY

3 Credits

This course continues the study of the principles of audio signals and the equipment used to record, process, and distribute audio content. Sound in acoustical form is discussed to introduce students to issues related to studio acoustics. Students expand their understanding of signal flow and advanced audio systems by creating and reading complex block diagrams. The course is an in depth study of concepts and equipment used in all facets of audio production: signal processors, dynamic range, distortion, analogue recording and SMPTE time code.

**Pre-Requisite: AUD 101 - AUDIO THEORY AND RECORDING -
Minimum GPA: 1.70**



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AUD 300 SOUND DESIGN

3 Credits

Sound Design represents the technical and artistic issues related to incorporating and manipulating sound into recordings and multimedia, such as web sites, video games and virtual worlds. Additionally, students will explore the practical skills and theoretical knowledge that is applied when using both linear and non-linear sound design techniques used for film and video.

Pre-Requisite: AUD 102 - DESKTOP AUDIO - Minimum GPA: 1.70

AUD 310 ADVANCED LIVE SOUND ENGINEERING

3 Credits

This course is designed to give students both advanced theoretical and practical application of audio recording in the unique and specialized area of Live Sound. Students will explore challenges such as audience noise, mic placement for the audience and venue structure. The course will be taught alternating between a class room setting and on location. Under the direction of the instructor, students will produce concert recordings throughout the semester.

Pre-Requisite: AUD 103 - LIVE SOUND ENGINEERING - Minimum GPA: 1.70

AUD 320 ADVANCED STUDIO RECORDING

3 Credits

The course focuses on recording techniques used in multitrack music production. Subjects include advanced signal flow, overdubbing, recording session management, time code, studio procedures, console operation, signal processing, analytical and critical listening skills, close, distant, and stereo mic techniques for a variety of musical instruments, and basic mixdown strategies. Students participate in in-class recording sessions and engineer recording projects.

Pre-Requisite: AUD 104 - STUDIO RECORDING - Minimum GPA: 1.70

AUD 340 COMMERCIAL AUDIO INSTALLATION

3 Credits

This course provides students with the skills that are necessary to obtain work in the audio and video installation field. Residential and commercial AV installation including HD TV, surround sound, high and low voltage and multi-zone AV systems, mobile AV formats and high-end retail systems will be discussed. Students will learn how to coordinate projects involving contractors, vendors, designers and retailers to create and maintain these audio and video systems. In addition, students will begin to develop a vocabulary of common audio definitions, concepts and expressions.

Pre-Requisite: AUD 220 - ADVANCED AUDIO THEORY

AUD 400 MASTERING

3 Credits

Students will explore issues related to the process of mastering audio for multiple formats including vinyl, CDs, and digital music in a recording studio. While working with studio personnel, students will cover issues dealing with level management, dynamic range, frequency response, surround equipment, and multichannel audio formats, among others.

Pre-Requisite: AUD 320 - ADVANCED STUDIO RECORDING - Minimum GPA: 1.70

AUD 405 ADVANCED PRODUCTION

3 Credits

Advanced Audio Production is an in-depth study of audio/sound/hearing and the application of audio principles and acoustic physics. Other topics include digital editing, mixing and multi-tracking; studios and acoustics; equipment needs such as consoles, microphones, speakers and recorders; the processing of signals; and on-location recording. Students learn through lecture/discussion as well as through hands-on usage of advanced equipment.

Pre-Requisite: AUD 220 - ADVANCED AUDIO THEORY

BIO 101 INTRODUCTION TO BIOLOGY

3 Credits

Students learn the fundamentals of biology by surveying the biological sciences. Introduction to Biology discusses the science of biology, the origin of life, the cellular and genetic basis for life, and the principles of ecology, evolution, and the diversity of life. Laboratories supplement or complement the lectures through experimentation, demonstration, discussion, field trips, and video. Students learn (1) what the science of biology is and how it is studied; (2) about the chemistry of life; (3) how cells live and reproduce; (4) how genes work and how traits that are controlled by genes are inherited; (5) about diversity of life and how it is produced by evolution; and (6) how organisms interact with their environments. This course must be taken with its laboratory component.

Pre-Requisite: ENG 101 - ENGLISH I Or Test Placement: English Placement >= 102

BIO 101L INTRODUCTION TO BIOLOGY LAB

1 Credit

This lab course is designed to accompany the Introduction to Biology course. Laboratories will supplement or complement the lectures through experimentation, demonstration, discussion, field trips, and video.

Co-Requisite: BIO 101 - INTRODUCTION TO BIOLOGY

BIO 107 FUNDAMENTALS OF NUTRITION

3 Credits

The student will study contemporary issues in nutrition. This includes the key to good health in relation to diet and disease prevention, the nutrient composition of foods, and nutrition across the lifespan with an emphasis on health promotion and wellness during pregnancy, childhood, adolescence, adulthood, and aging. This interdisciplinary perspective will include social, behavioral, and public health policies and their effect on the health and well-being of society. The application of scientific principles to food storage and preparation (including meal planning) with emphasis on nutritional and sanitary dimensions of food handling practices is discussed.

Pre-Requisite: ENG 101 - ENGLISH I Or Test Placement: English Placement >= 102

BIO 107L FUNDAMENTALS OF NUTRITION LAB

1 Credit

This laboratory course is designed to accompany the Fundamentals of Nutrition course. In the lab, students will conduct studies linked to major concepts in nutrition. They will have experiences to apply scientific methodologies in the investigation of nutritional issues.

Co-Requisite: BIO 107 - FUNDAMENTALS OF NUTRITION



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BIO 108 INTRODUCTION TO ENVIRONMENTAL SCIENCE

3 Credits

This course introduces concepts of and scientific methodologies related to environmental science. Students will explore interactions between organisms and their environments. Identification of major environmental challenges, such as: population growth, diminishing resources (e.g. food, water, and sustainable energy), pollution and global change will be examined. Students will be able to critically examine these issues, identify causes and propose solutions to these challenges.

BIO 108L INTRODUCTION TO ENVIRONMENTAL SCIENCE LAB

1 Credit

This lab course is designed to accompany the Introduction to Environmental Science course. In the lab, students will conduct studies linked to major concepts in environmental science. They will have experiences to apply scientific methodologies in the investigation of environmental issues.

Co-Requisite: BIO 108 - INTRODUCTION TO ENVIRONMENTAL SCIENCE

BIO 200 GENERAL ANATOMY AND PHYSIOLOGY

3 Credits

This course is an overview of the anatomy and physiology of the human body. It will focus on the major body systems, structure of and functions of organs which enable the body to maintain homeostasis. The course will also emphasize on the use of medical terms. Students will be introduced to common diseases. A minimum grade of C is required for students in health care programs.

BIO 201 ANATOMY AND PHYSIOLOGY I

3 Credits

Anatomy and Physiology I begins with the most basic level of organization - the cell - progresses through the study of tissues and then moves on to the study of organs and organ systems. Four organ systems that will be covered include: the integumentary, skeletal, muscular, and nervous systems. This course also includes a two-and-a-half- hour lab. Note: Minimum grade of a C is required for students in health programs. This course must be taken with its laboratory component.

Pre-Requisite: ENG 101 - ENGLISH I Or

Test Placement: English Placement >= 102 And

Co-Requisite: BIO 201L - ANATOMY AND PHYSIOLOGY I LAB

BIO 201L ANATOMY AND PHYSIOLOGY I LAB

1 Credit

Lab designed to accompany the Anatomy and Physiology I course. The lab meets for 2.5 hours.

Co-Requisite: BIO 201 - ANATOMY AND PHYSIOLOGY I

BIO 202 ANATOMY AND PHYSIOLOGY II

3 Credits

Anatomy and Physiology II covers the endocrine, immune, lymphatic, reproductive, digestive, cardiovascular, respiratory, and renal systems. This course also includes a two-and-a-half-hour lab. All anatomical and physiological principles under study are emphasized in the laboratory component of this course through the use of scientific models, charts, and tissue specimens. Note: Minimum grade of a C is required for students in health programs. This course must be taken with its laboratory component.

Pre-Requisite: BIO 201 - ANATOMY AND PHYSIOLOGY I - Minimum GPA: 2.00 And

Pre-Requisite: BIO 201L - ANATOMY AND PHYSIOLOGY I LAB - Minimum GPA: 2.00 And

Co-Requisite: BIO 202L - ANATOMY AND PHYSIOLOGY II LAB

BIO 202L ANATOMY AND PHYSIOLOGY II LAB

1 Credit

Lab is designed to accompany the Anatomy and Physiology II course. The lab meets for 2.5 hours.

Co-Requisite: BIO 202 - ANATOMY AND PHYSIOLOGY II

BIO 203 GENERAL MICROBIOLOGY

3 Credits

This course introduces students to bacteriology, parasitology, mycology and virology. The course will discuss classification, morphology and metabolism of microorganisms with focus on biological principles and the effects on human systems. Topics on host defenses, epidemiology, approaches to diagnosis, treatment, and prevention of diseases are included.

Pre-Requisite: BIO 202 - ANATOMY AND PHYSIOLOGY II - Minimum GPA: 2.00

BIO 203L GENERAL MICROBIOLOGY LAB

1 Credit

This lab is designed to accompany the General Microbiology course. In the lab, students will conduct studies linked to major concepts in microbiology. They will have experiences to apply scientific methodologies in the investigation of microorganisms.

Co-Requisite: BIO 203 - GENERAL MICROBIOLOGY

BIO 213 PHLEBOTOMY

3 Credits

This course provides students with the theoretical knowledge and technical skills to perform specimen collection, transport and processing, with a focus on venipuncture and microcollection techniques. Other topics include basic cardiovascular anatomy, introductions to the clinical laboratory, HIPAA, OSHA and safety procedures and point of care testing. Students who complete this course and the 120 hours of phlebotomy clinical experience in a succeeding internship course will prepare students for a phlebotomy technician certification exam. This course must be taken with its laboratory component.

Pre-Requisite: ENG 101 - ENGLISH I And

Co-Requisite: BIO 213L - PHLEBOTOMY LAB

BIO 213L PHLEBOTOMY LAB

1 Credit

This lab course is designed to accompany Phlebotomy course BIO 213.

Co-Requisite: BIO 213 - PHLEBOTOMY



BIO 214 FUNDAMENTALS OF EXERCISE
PHYSIOLOGY

3 Credits

This course will introduce students to the scientific principles of modern exercise physiology. Major topics will include muscle structure and functioning, energy expenditure and capacity, nutrition, organ systems integration, exercise training, and population considerations and their relationship to human performance. The course will also help prepare students to take certification exams, such as the American College of Sports Medicine (ACSM) and the American Council on Exercise (ACE) Certification Exams required to become a Personal Trainer and/or Group Fitness Coordinator/Instructor.

BIO 214L FUNDAMENTALS OF EXERCISE
PHYSIOLOGY LAB

1 Credit

This is a 2-hour lab session accompanying BIO2## a where students will learn a variety of exercises, as well as testing protocols established by the ACSM.

CIN 101 INTRODUCTION TO CINEMA STUDIES

3 Credits

This course will broadly survey the history of film including related technology, production techniques, theory, criticism, and historical/cultural context. We will examine form as content, i.e. how composition (the shot) and context (editing) are as significant as character development and plot in creating effects.

CIN 102 DOCUMENTARY FILM

3 Credits

Truth may not be stranger than fiction, but in the hands of a skilled documentary filmmaker it can be at least as powerful. Long before television discovered the reality fad, documentary films were informing, persuading and even manipulating audiences. This course will examine the development of the documentary tradition in film from critical and historical perspectives through the exploration of important filmmakers, movements and trends.

CIS 102 COMPUTER AND INFORMATION LITERACY

3 Credits

This course introduces students to practical information literacy skills necessary to be successful in an era of digital revolution including: the evolution of the computer, Internet, and World Wide Web; application-based projects; database design and usage; and information management and assessment. The course will allow students to develop hands-on experience and proficiency in Internet and library research, Word, Excel, and advanced PowerPoint design.

CIS 108 MICROCOMPUTER PREPARATION

3 Credits

This course will cover the essential elements of installation, operations and troubleshooting/repair of PC operating systems. Students will gain understanding of common hardware, peripheral, networking and security components. The course will focus on the basic functionality of the operating system, troubleshooting methodology and safety procedures.

Co-Requisite: CIS 102 - COMPUTER AND INFORMATION LITERACY

CIS 111 EXCEL

3 Credits

This advanced microcomputer course using Excel enables students to increase their knowledge in practical application for meeting business needs. This course focuses on training students to use the more advanced features of this integrated software package to assist productivity in the workplace. The content is presented in a lecture/lab format in a cooperative learning environment. Students learn how to work with templates and multiple worksheets and to summarize data in Excel using various methods, including consolidation of worksheets. Students work in a team environment to solve business case studies.

Pre-Requisite: CIS 102 - COMPUTER AND INFORMATION LITERACY

CIS 112 CONCEPTS OF PROJECT MANAGEMENT

3 Credits

This course introduces students how to organize large-scale projects in a productive and efficient manner. Content includes how to develop goals and objectives, market research, target audiences, create technical specifications, design marketing strategies, budget, schedule, supervise task relationships, manage resources, deal with conflict resolution, and continued project maintenance. Upon completion students will have a working knowledge of concepts as well as industry-standard project management software.

Pre-Requisite: CIS 102 - COMPUTER AND INFORMATION LITERACY And

Pre-Requisite: MAN 101 - INTRODUCTION TO BUSINESS

CIS 120 NETWORK FUNDAMENTALS

3 Credits

Network Fundamentals provides students with much of the knowledge required to operate, troubleshoot and manage computer networks. The course will cover the essential elements of the ways in which computers are connected through wired and wireless networks, including the fundamentals of peripherals, cloud computing and various web-based platforms.

Pre-Requisite: CIS 108 - MICROCOMPUTER PREPARATION

CIS 123 ENTERPRISE END USER SUPPORT

3 Credits

Enterprise End User Support provides students with the foundational and hands-on knowledge in the installation, upgrading, and migration of desktop systems in an enterprise environment. The course will focus on issues of network connectivity, security, maintenance, and mobile computing

Pre-Requisite: CIS 102 - COMPUTER AND INFORMATION LITERACY

CIS 202 WINDOWS SERVER

4 Credits

This course teaches students the fundamentals of planning and implementing a server desktop in a wired and wireless environment. Students will receive instructions and practice in the implementation, management, and maintenance of active directory and network infrastructure. Students will be exposed to troubleshooting of the most popular desktop and networked applications in a multiple platforms environment.

Pre-Requisite: CIS 102 - COMPUTER AND INFORMATION LITERACY



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CIS 207 ADVANCED OFFICE APPLICATIONS**3 Credits**

An advanced level of office productivity applications, such as word processing, spreadsheet, presentation, database, and web-page design are presented. Students will gain an in depth theoretical and practical knowledge of these applications. They will be capable of implementing the knowledge attained in this course to solve business problems.

Pre-Requisite: CIS 102 - COMPUTER AND INFORMATION LITERACY

CIS 208 INTRODUCTION TO PROGRAMMING**3 Credits**

Introduction to Programming will provide students with a fundamental understanding of the nature and uses of computer programming and expose them to the most commonly used languages. This course teaches the basics of Visual Basic, including the four control flows, file input and output, and arrays processing. This course will require students to engage in problem analysis and design, coding, testing and debugging programs in Visual Basic. [Pre-Requisite(s): CIS 102 or placement

Pre-Requisite: CIS 102 - COMPUTER AND INFORMATION LITERACY

CIS 220 COMPUTER DESIGN/FASHION CONCEPTS**3 Credits**

In this course, students are introduced to the technique of using the computer as a design tool through conceptualization and creation of design artwork on the computer with specific emphasis on marker making and grading.

Pre-Requisite: FAD 102 - FLAT PATTERN DESIGN II

CIS 221 MICROCOMPUTER MAINTENANCE LAB**4 Credits**

Microcomputer Maintenance Lab provides a hands-on environment in which students will gain expertise in the configuration, assembly and repair of desktop and laptop personal computers. Students will gain extensive familiarity with the most popular PC models and configurations.

Pre-Requisite: CIS 123 - ENTERPRISE END USER SUPPORT

CIS 300 WEB PROGRAMMING**3 Credits**

A study of the knowledge required to develop the server-side of interactive web applications in order to meet business needs. Focus will be made on current technology languages and tools such as PHP, Ruby, and ASP.Net or any other language on the market.

Pre-Requisite: CIS 208 - INTRODUCTION TO PROGRAMMING

CIS 301 WEB APPLICATIONS DEVELOPMENT - SERVER SIDE**3 Credits**

Web Applications Development-Server Side will emphasize the concepts of the Object-Oriented paradigm such as objects, classes, and inheritance. Students will be able to develop object-oriented software applications to solve business problems. Additionally, students will learn how to access databases.

Pre-Requisite: CIS 208 - INTRODUCTION TO PROGRAMMING

CIS 302 ADVANCED PROGRAMMING**3 Credits**

Advanced Programming will emphasize the concepts of the Object-Oriented paradigm such as objects, classes, and inheritance. Students will be able with the skills needed to develop object-oriented software applications to solve business problems. Additionally, students will learn how to access databases.

CIS 304 NETWORK INFRASTRUCTURE AND SECURITY**3 Credits**

Network Infrastructure will provide students with detailed understanding of the theoretical and practical uses and limitations of computer networks. This class will provide students with the knowledge and skills to configure and manage an Exchange Server messaging environment. This course will offer instruction in guidelines, best practices, and considerations for Exchange Server configuration and deployment. The course will also include the exploration of wireless, virtual, and cloud-based networks. [Pre-Requisite(s): CIS 208

Pre-Requisite: CIS 208 - INTRODUCTION TO PROGRAMMING

CIS 312 MANAGEMENT INFORMATION SYSTEMS**3 Credits**

This course covers a wide range of topics necessary for all students in the field of Information Technology. It introduces the full implication of information systems, their types, and applications. Different hardware and communication platforms are discussed. The course explores the internet and its applications. Integration of information technology, the operation of business organizations, and its impact on management, ethics, and decision making is presented.

Pre-Requisite: CIS 102 - COMPUTER AND INFORMATION LITERACY

CIS 320 OPERATING SYSTEMS**3 Credits**

This course examines the principles, techniques, and trends of contemporary operating systems such as Windows and Unix. The course will also explore the basic concepts of design and development of operating systems.

Pre-Requisite: CIS 312 - MANAGEMENT INFORMATION SYSTEMS

CIS 400 DATABASE MANAGEMENT SYSTEMS**3 Credits**

This course is designed to provide students with the fundamental concepts of relational databases and their applications. Students will learn about conceptualizing data using ERD, designing and normalizing tables, designing and running SQL scripts, DBMS and its components. The course will also highlight the O.O. databases as well.

Pre-Requisite: CIS 208 - INTRODUCTION TO PROGRAMMING



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CIS 403 SYSTEMS ANALYSIS & DESIGN**3 Credits**

A capstone course for the BS in Information Technology, this course will provide students with the in-depth knowledge and training required to analyze and design information systems in order to solve business problems. The course will dissect all the phases of the SDLC and will explore a range of methodologies used in analysis and design. The course will also highlight some features of O.O Paradigm.

Pre-Requisite: MAN 312 - MANAGEMENT INFORMATION SYSTEMS

CIS 404 IT PROJECT MANAGEMENT**3 Credits**

Design, Deployment, and Management with Lab will imbue students with the knowledge and skills needed to manage data communication and establish smaller computer networks. The class provides in-depth training on implementing, configuring, managing and troubleshooting Active Directory Domain Services (AD DS) in Windows Server environments. It covers core AD DS concepts and functionality as well as implementing group policies, performing backup and restore functions, and monitoring and troubleshooting Active Directory-related issues.

Pre-Requisite: CIS 312 - MANAGEMENT INFORMATION SYSTEMS

COM 101 PUBLIC SPEAKING**3 Credits**

This is a course in the fundamentals of effective oral and nonverbal communication that develops a greater ease in expressing one's thoughts effectively. The course focuses on both formal and informal public-speaking exercises.

COM 102 MASS MEDIA**3 Credits**

This course will provide students with a general overview of Mass Media. The course provides a comprehensive understanding of the history, theory, terminology, technologies, and practice of mass media both locally and globally. Emphasis is placed on print media (newspapers, magazines, journalism) and audiovisual media (radio, recording, television, film, computers). Students will gain a greater understanding of the pervasive role of the media in their lives and the society in which they live.

CRI 101 INTRODUCTION TO CRIMINAL JUSTICE**3 Credits**

This course examines the United States criminal justice process from law enforcement to the administration of justice through corrections. It discusses the history and philosophy of the system and introduces various career opportunities. Additionally, this course will provide a background for more in-depth study in later Criminal Justice courses.

CRI 102 CRIMINAL LAW**3 Credits**

This course studies the general principles of criminal liability, including the justification of punishment, general concepts fact and fault, principles of justification and excuse, the significance of resulting harm, and accountability for acts of others. Certain specific crimes, such as murder and manslaughter, are also examined.

Pre-Requisite: CRI 101 - INTRODUCTION TO CRIMINAL JUSTICE

CRI 106 INTRODUCTION TO SECURITY**3 Credits**

This course is designed to introduce students to the fundamental principles of physical, personnel, information, industrial, national and homeland security. Particular emphasis will be placed on historical development, current technologies and approaches as well as future challenges. This course will lay the groundwork for more in-depth examination of the topic areas in the upper level security courses.

CRI 110 AMERICAN COURT SYSTEMS**3 Credits**

This course focuses on the dynamics of the courthouse (Juvenile, Appellate, Federal, and State). It will examine the procedural requirements for judicial processing of criminal offenders, concepts of evidence sufficiency, standards of proof, due process, and constitutional safeguards.

Pre-Requisite: CRI 101 - INTRODUCTION TO CRIMINAL JUSTICE

CRI 202 CORRECTIONS**3 Credits**

This course introduces students to the profession, industry, and academic discipline of corrections. It presents how the correctional system really works as far as the operation of corrections in the United States. It focuses on the structure of correctional systems, the operations of correctional institutions and programs, the evolutionary and political development of corrections, and the goals of corrections in today's society. Job opportunities in corrections are explored throughout the course.

Pre-Requisite: CRI 101 - INTRODUCTION TO CRIMINAL JUSTICE

CRI 203 FUNCTION OF POLICE IN MODERN SOCIETY**3 Credits**

This course examines the police role and law enforcement policy in the total justice process. Police organizations, personnel issues, management and operations, as well as coordination and consolidation of police service, police integrity, and community relations are covered.

Pre-Requisite: CRI 101 - INTRODUCTION TO CRIMINAL JUSTICE



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CRI 204 CIVIL RIGHTS AND LIBERTIES

3 Credits

The protection of individual rights under the Constitution with emphasis on the Bill of Rights and the Due Process and Equal Protection Clauses are covered in this course. Specific topics to be discussed are rights of the defendant, racial discrimination, sex discrimination, and Congressional protection of civil rights.

Pre-Requisite: CRI 101 - INTRODUCTION TO CRIMINAL JUSTICE

CRI 205 CRIMINAL INVESTIGATION AND PROCEDURE

3 Credits

This course focuses on the Fourth, Fifth, and Sixth Amendments, the right to be free from unreasonable search and seizure, the privilege against self-incrimination, and the right to counsel. The need to protect the public and enhance law enforcement efficiency and individual defendants from abuse at the hands of the state will be examined.

**Pre-Requisite: CRI 101 - INTRODUCTION TO CRIMINAL JUSTICE And
Pre-Requisite: ENG 101 - ENGLISH I**

CRI 208 JUVENILE JUSTICE

3 Credits

This course is designed to introduce students to the origin and development of the juvenile justice system, specifically the juvenile court. Emphasis is placed upon laws, juvenile offenders and police involvement, diversion programs, detention, adjudication, after care, foster homes, non-delinquent children in the justice system and juvenile gangs.

Pre-Requisite: CRI 101 - INTRODUCTION TO CRIMINAL JUSTICE

CRI 209 HOMELAND SECURITY

3 Credits

This course introduces students to the fundamental components of Homeland Security. It includes consideration of domestic and foreign terrorism, the roots of anti-American sentiment in the world, 9/11, the measures taken after 9/11 and the USA PATRIOT ACTS I and II. The role, structure and positions within the Homeland Security Department will also be explored, focusing on career opportunities for graduates.

CRI 210 COMMUNICATIONS IN CRIMINAL JUSTICE

3 Credits

This course will introduce students to both forensic communication techniques and general communication standards within the various fields of criminal justice. This course will provide students with practical skills in reading body language, lie detection, forensic interviewing, criminal interrogation and the mechanics and science of report writing. This course will focus, specifically, on the latest science in the field of forensic communications, practical applications in the field, standards for admissibility in judicial settings as well as moral and ethical considerations.

Pre-Requisite: CRI 101 - INTRODUCTION TO CRIMINAL JUSTICE

CRI 211 CRIMINAL INVESTIGATIONS

3 Credits

This course gives students a fundamental understanding of criminal investigations and introduces students to the steps and various investigative techniques employed in the course of modern criminal investigation.

Pre-Requisite: CRI 101 - INTRODUCTION TO CRIMINAL JUSTICE

CRI 215 FORENSICS

3 Credits

This course focuses on the scientific methods applied to the gathering and preservation of criminal evidence as well as the role of the forensic scientist. It includes such topics as forensic photography, trace evidence, ballistics, bloodstain pattern analysis, toxicology, tool marks, footwear marks, tire marks, hair and fiber analysis, serology, instrumental analysis, forensic pathology and odontology. The course will cover extraction, amplification and profiling of nuclear and mitochondrial DNA.

**Pre-Requisite: BIO 101 - INTRODUCTION TO BIOLOGY And
Pre-Requisite: CRI 101 - INTRODUCTION TO CRIMINAL JUSTICE**

CRI 216 SECURITY MANAGEMENT

3 Credits

This course provides an overview of principles and issues relative to the management of security operations in both domestic and international contexts. Students will study the core principles of business management and their application in security environments. Particular emphasis will be placed on the growing field of international peace keeping and civilian security operations.

Pre-Requisite: CRI 106 - INTRODUCTION TO SECURITY

CRI 218 NATIONAL SECURITY AND INTELLIGENCE INVESTIGATIONS

3 Credits

This course will introduce students to the United States Intelligence Community and the role the member organizations play in intelligence gathering operations and the maintenance of national security. Students will examine human, technical and counter intelligence activities and learn how investigations are conducted to identify and neutralize threats to national security.

Pre-Requisite: CRI 101 - INTRODUCTION TO CRIMINAL JUSTICE

CRI 220 EXAMINING THE CSI EFFECT

3 Credits

Description forthcoming.

Pre-Requisite: ENG 102 - ENGLISH II

CRI 299 CRIMINAL JUSTICE INTERNSHIP

2 Credits

A professional internship of at least 120 hours is required for Criminal Justice majors. Students may intern at criminal justice agencies and law offices. Students have the opportunity to observe and participate in a specific segment of the criminal justice field.

Pre-Requisite: CRI 299S - CRIMINAL JUSTICE INTERNSHIP SEMINAR



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CRI 299S CRIMINAL JUSTICE INTERNSHIP SEMINAR**1 Credit**

This seminar course prepares students for the process of securing internships in the Criminal Justice field. Students meet weekly to compose cover letters, resumes, and thank you correspondence and to research potential internship positions.

CRI 301 WHITE COLLAR AND CYBER CRIME**3 Credits**

This course will focus on two unique areas of crime that pose particular challenges for the security and law enforcement professional. These crimes are often committed by individuals, groups and, at times, corporations that are considered respectable and sometimes elite members of our society. This course will examine topic areas such as financial fraud, embezzlement and computer hacking as well as current trends and technologies associated with information security.

Pre-Requisite: CRI 101 - INTRODUCTION TO CRIMINAL JUSTICE And

Pre-Requisite: CRI 102 - CRIMINAL LAW

CRI 302 PROBATION, PAROLE AND COMMUNITY CORRECTIONS**3 Credits**

This course will explore the history of probation and parole in the United States. Students will also examine diversionary and treatment programs, home detention, and halfway houses. The legal rights of probationers and parolees and the restrictions imposed upon them will also be explored.

Pre-Requisite: CRI 202 - CORRECTIONS

CRI 304 VICTIM'S RIGHTS**3 Credits**

Students will explore the history of the victim's rights movement and the legal rights of victims in the criminal justice system. Students will examine the experiences of victims in the criminal justice system. The services needed by, and available to, victims will be discussed.

Pre-Requisite: CRI 204 - CIVIL RIGHTS AND LIBERTIES

CRI 305 INCARCERATION, REHABILITATION, AND REENTRY**3 Credits**

The goal of this course is to familiarize students with theoretical models of recidivism and rehabilitation. Reentry initiatives at the federal, state and local levels will be examined. Students will critically evaluate reentry programs and policies. Students will explore the challenges facing offenders as they reenter society after incarceration. Special issues faced by released offenders, including mental health, substance abuse, employment and socioeconomic issues, will be examined.

Pre-Requisite: CRI 101 - INTRODUCTION TO CRIMINAL JUSTICE And

Pre-Requisite: CRI 202 - CORRECTIONS

CRI 307 LEGAL AND ETHICAL ASPECTS OF SECURITY**3 Credits**

In this course students will explore the legal and ethical issues that are associated with the field of security. Specific emphasis will be placed on scope of authority, personal and professional liability, business ethics, and special challenges that arise relative to security in international contexts.

Pre-Requisite: CRI 101 - INTRODUCTION TO CRIMINAL JUSTICE Or

Pre-Requisite: CRI 106 - INTRODUCTION TO SECURITY

CRI 312 CRIMINOLOGICAL THEORIES**3 Credits**

This course examines the major criminological theories and their origins. Students will critically analyze the theories, study the research related to the theories, and evaluate policy decisions that are based on these theories.

Pre-Requisite: CRI 101 - INTRODUCTION TO CRIMINAL JUSTICE And

Pre-Requisite: SOC 206 - SOCIOLOGY OF DEVIANCE

CRI 314 JUSTICE ADVOCACY PRACTICUM**3 Credits**

This course is a service learning practicum that will guide students in the development, management and operation of an advocacy endeavor that will have the primary goals of service to the community and the advance of social justice. The course will draw expertise and resources from all academic departments as well as clubs on campus. The course will seek to create an advocacy endeavor that can be maintained and advanced from one semester to the next.

Pre-Requisite: ENG 102 - ENGLISH II And

Pre-Requisite: SOC 101 - SOCIOLOGY

CRI 316 SUSTAINABLE JUSTICE**3 Credits**

The United States currently ranks first relative to the number of individuals incarcerated per capita. This status has led many to ask whether our current criminal justice processes and the associated levels of incarceration are sustainable over the long term. This course will explore the fundamental concepts of, and recent movement towards, building a sustainable approach to social and criminal justice. Particular emphasis will be placed on the question of which criminal justice approaches hold the most promise to deliver both national and global sustainable justice.

Pre-Requisite: CRI 101 - INTRODUCTION TO CRIMINAL JUSTICE And

Pre-Requisite: ENG 102 - ENGLISH II



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CRI 340 FORENSIC PSYCHOLOGY

3 Credits

Forensic psychology involves the in-depth analysis and synthesis of psychology and the legal system. The course is divided into two interrelated parts, a clinical forensic practice section and social experimental section. Clinical forensic practice refers to the role of psychologists in providing expert mental health services and advice to the criminal justice system. The social/experimental aspects of forensic psychology focus on the impact of human decision-making and mental processes on legal policies and procedures. Through lectures, reading assignments, films and exercises students will gain an understanding of the major areas of research and practice of forensic psychology.

**Pre-Requisite: CRI 101 - INTRODUCTION TO CRIMINAL JUSTICE And
Pre-Requisite: PSY 101 - PSYCHOLOGY**

CRI 401 QUANTITATIVE AND QUALITATIVE DATA ANALYSIS

3 Credits

This course will provide students with an introduction to use of standard statistical software used to conduct analysis of criminal justice data. Students will learn how to assess quantitative and qualitative data, and how to present findings from research.

**Pre-Requisite: MAT 104 - INTERMEDIATE COLLEGE ALGEBRA And
Minimum Credits Required:60.00**

CRI 402 APPLIED ETHICS IN CRIMINAL JUSTICE

3 Credits

In this course, students will explore ethical decision making in the context of law enforcement, courts, private security and corrections. Students will apply various codes of ethics, including the American Bar Association Standards of Professional Responsibility, American Jail Association Code of Ethics, the American Correctional Association Code of Ethics, International Association of Chiefs of Police Code of Ethics, the ASIS Code of Ethics, and the ethical code of the Academy of Criminal Justice Sciences to different factual scenarios. The relationship between law and ethics will also be explored.

**Pre-Requisite: CRI 101 - INTRODUCTION TO CRIMINAL JUSTICE And
Pre-Requisite: SOC 207 - AMERICAN DIVERSITY**

CRI 404 CRIMINAL JUSTICE ADMINISTRATION

3 Credits

This course will cover management, supervisory, personnel, liability and budgetary issues in criminal justice organizations. Students will consider how organizational structure and behavior influence the delivery of services and strategic planning. Students will examine how policy decisions are made in various criminal justice organizations.

**Pre-Requisite: CRI 101 - INTRODUCTION TO CRIMINAL JUSTICE And
Pre-Requisite: CRI 202 - CORRECTIONS And
Pre-Requisite: CRI 203 - FUNCTION OF POLICE IN MODERN SOCIETY**

CRI 410 CRIMINAL JUSTICE RESEARCH METHODOLOGY

3 Credits

In this course, criminal justice students will be introduced to the general principles and techniques of social science research. Students will learn the difference between qualitative and quantitative data and how to critically evaluate criminal justice research and literature. Sampling, evaluation methods, and survey research will be explored.

**Pre-Requisite: CRI 401 - QUANTITATIVE AND QUALITATIVE DATA ANALYSIS And
Pre-Requisite: ENG 102 - ENGLISH II**

CRI 422 COMPARATIVE CRIMINAL JUSTICE

3 Credits

This course will explore different criminal justice systems throughout the world. Students will compare various systems on different political, legal, social and global factors. Students will also contrast crime rates among selected countries.

**Pre-Requisite: CRI 101 - INTRODUCTION TO CRIMINAL JUSTICE And
Pre-Requisite: ENG 102 - ENGLISH II And
Minimum Credits Required:60.00**

CRI 425 INTERNATIONAL JUSTICE AND HUMAN RIGHTS

3 Credits

Throughout history we have been faced with the reality that, internationally, there is disagreement as to what constitutes justice and which human rights, if any, should be universal. These disagreements are tied to differences in culture, religion, law, economics and systems of justice. This course will explore this area and the many organizations that combine to pursue international justice and universal human rights.

**Pre-Requisite: ENG 102 - ENGLISH II And
Pre-Requisite: SOC 101 - SOCIOLOGY**

CRI 450 CRIMINAL JUSTICE SENIOR SEMINAR

3 Credits

This capstone course in criminal justice will incorporate materials from earlier courses. Theoretical issues and current topics in criminal justice will be explored. Students will integrate ethics, law, statistics, public policy in a final research project that the students will present as a paper and presentation. Requires permission of the Criminal Justice Program Chair.

**Pre-Requisite: CRI 400 - CRIMINAL JUSTICE RESEARCH METHODOLOGY Or
Pre-Requisite: CRI 410 - CRIMINAL JUSTICE RESEARCH METHODOLOGY**

CRI 499 CRIMINAL JUSTICE INTERNSHIP II

3 Credits

*This upper-level internship will build upon skills developed in the student's earlier internship and courses. Students will work 120 hours at a criminal justice internship site in the private or public sector. Students will learn about informational interviews, explore potential job opportunities, and develop their job interviewing skills.
Note: Senior Status Required: Student must be in his or her last semester at the college to enroll.*



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ECE 101 EARLY CHILDHOOD EDUCATION

3 Credits

This course is an overview of the historical and philosophical perspectives on the teaching of early childhood programs. Principles of early childhood education with a focus on facilities, goals, and approaches are explored. Current issues in the field are considered, with emphasis on meeting the needs of young children. Special attention is given to developmentally appropriate practice and current research in the field, and cultural trends that impact the teaching of young children.

ECE 200 EARLY CHILDHOOD EDUCATION SEMINAR

1 Credit

In order to enhance the students' learning opportunities and provide them with a maximum potential for success in their internship experience, students begin observing at their internship sites during the spring semester their freshman year. This affords them the time to gradually familiarize themselves with the demands of their placement and become comfortable with the children, adults, and routine. By starting the internship experience early, students have more opportunities to integrate course curriculum into their day-to-day experiences and to work on building skills and confidence.

Pre-Requisite: ECE 101 - EARLY CHILDHOOD EDUCATION

ECE 202 INFANT/TODDLER INTERNSHIP

4 Credits

A professional internship of at least 150 hours is required of all Early Childhood Education majors in accordance with state guidelines established by the Massachusetts Department of Early Education and Care. This professional experience includes interacting with infants and toddlers in a developmentally appropriate setting. Students have the opportunity to observe and participate in all aspects of the infants' and toddlers' daily emotional, linguistic, and behavioral skills. All Early Childhood Education majors are supervised by a cooperating teacher at their internship sites and by the Bay State College ECE Program Chair. In addition to the on-site experience, all Early Childhood Internship students meet weekly in a group and individually with their Bay State College supervisor.

Pre-Requisite: ECE 101 - EARLY CHILDHOOD EDUCATION And Pre-Requisite: ECE 242 - INFANT AND TODDLER CURRICULUM

ECE 203 PRESCHOOL INTERNSHIP

4 Credits

A professional internship of at least 150 hours is required of all Early Childhood Education majors in accordance with state guidelines established by the Massachusetts Department of Early Education and Care. This professional experience includes teaching preschool age children in all aspects, addressing social, emotional, cognitive, linguistic, and behavioral skills. Students observe and participate in the teaching of individual and small groups of young children in an early childhood education setting. All Early Childhood Internship students meet weekly in a group and individually with their Bay State College supervisor.

Pre-Requisite: ECE 245 - PRESCHOOL CURRICULUM And Pre-Requisite: ECE 101 - EARLY CHILDHOOD EDUCATION

ECE 204 CHILDREN'S LITERATURE

3 Credits

This course introduces students to language acquisition beginning at birth, surveys the current field of children's literature, emphasizes teaching methods that promote literacy learning, and discusses ways to motivate young readers. Topics also include choosing and evaluating good children's literature; examining literacy genres; utilizing literature across the curriculum, in the media, in bibliotherapy, and in classroom story time. Students investigate the life and work of a variety of children's book authors and illustrators and participate in activities to create book projects for classroom use. This course is designed for Early Childhood Education majors and others interested in studying the selection, application, and evaluation of books appropriate for use with young children.

ECE 220 BEHAVIOR MGMT FOR THE EARLY CHILDHOOD CLASSROOM

3 Credits

This course will provide students with an understanding of the principles involved in behavior management for early childhood. Emphasis will be placed on fostering positive interactions between caregivers and children. Students will explore the influence of family, culture and learning environments on children's behavior.

Pre-Requisite: ECE 101 - EARLY CHILDHOOD EDUCATION

ECE 240 METHODS AND APPROACHES IN TEACHING

3 Credits

This methods course provides the study and application of the principles of instruction, methods, and materials, both past and present with relevancy for early childhood. Topics covered include curriculum design, organization, and planning of the educational programs for young children. A variety of approaches are reviewed in depth, including Montessori Head Start, The High/Scope Curriculum, Project Approach and others. This course also assists Early Childhood Education students in keeping current with research, policy, and issues affecting this field.

Pre-Requisite: ECE 101 - EARLY CHILDHOOD EDUCATION

ECE 242 INFANT AND TODDLER CURRICULUM

3 Credits

This course focuses on understanding the growth and development of infants and toddlers. Students use this knowledge to plan developmentally appropriate curriculum for infants and toddlers. Students make use of their understanding of children's social, emotional, cognitive, and physical development to plan and implement activities for infants and toddlers in facilities caring for young children. Students study and practice techniques that help infants and toddlers to develop trust and autonomy in a positive and loving way.

Co-Requisite: ECE 101 - EARLY CHILDHOOD EDUCATION

ECE 244 THE EXCEPTIONAL CHILD

3 Credits

This course focuses on the diverse needs of the early childhood education population and explores the intervention strategies necessary for the education of children with physical handicaps, exceptional abilities, chronic illnesses, specific learning disabilities, and emotional or cognitive disorders. An in-depth study of the Inclusion Model in the preschool classroom covers the following topics: observation techniques, assessment and referral, equipment and curriculum adaptation, techniques for supporting parents and families, and an introduction to the laws concerning the exceptional child.



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ECE 245 PRESCHOOL CURRICULUM

3 Credits

This course focuses on an application of goals and philosophy to develop a workable, sound, and creative curriculum for young children through developmentally appropriate practice. The meaning and value of play and the child's individual and developing use of materials are explored. The purpose, design, and function of learning and expressive activities in the early childhood setting are reviewed. Students study and practice techniques for stimulating and guiding children's development through the use of materials, with an emphasis on science, math, play, art, music, and creative expression.

Pre-Requisite: ECE 101 - EARLY CHILDHOOD EDUCATION

ECE 249 CHILD CARE MANAGEMENT AND OPERATIONS

3 Credits

This course focuses on the duties and responsibilities of a child care center director. Emphasis is placed on all areas of child care management such as hiring and supervising staff, all licensing regulations, creating a budget, record-keeping, health and safety, and all aspects of daily functions.

**Pre-Requisite: ECE 202 - INFANT/TODDLER INTERNSHIP Or
Pre-Requisite: ECE 203 - PRESCHOOL INTERNSHIP**

ECO 101 MICROECONOMICS

3 Credits

This course examines the economic problems of the household, the firm, and the individual industry. Principles are developed to explain household consumption decisions, along with firm and industry production decisions. Topics include perfect competition, monopoly, and the government's role in economic welfare.

**Pre-Requisite: MAT 101 - COLLEGE ALGEBRA Or
Pre-Requisite: MAT 103 - COLLEGE ALGEBRA**

ECO 102 MACROECONOMICS

3 Credits

Emphasis is placed on issues relating to the level of output, employment, income, and inflation. Topics include international trade, money, the federal budget deficit, the labor force, and comparative economic systems.

**Pre-Requisite: MAT 101 - COLLEGE ALGEBRA Or
Pre-Requisite: MAT 103 - COLLEGE ALGEBRA**

ECO 103 HISTORY OF ECONOMIC THOUGHT

3 Credits

This course provides a broad account of economic ideas from ancient times to the present, and gives the student powerful insight into the historic contributions which have helped shape contemporary economic theories. A student must have a minimum English standing of ENG 101 to enroll in this course.

ECO 104 THE GLOBAL ECONOMY

3 Credits

This course focuses on the advent of the Global Economy, its political, social, and cultural implications. It addresses its positive and negative aspects, as well as the ways that this phenomenon is perceived at home and in the various parts of the world. A student must have a minimum English standing of ENG 101 to enroll in this course.

ECO 270 ECONOMICS AND FINANCE IN HEALTHCARE

3 Credits

The course is designed to impart a practical understanding of introductory economic and financial management concepts, techniques, and vocabulary as they apply to health care organizations. Students will gain an appreciation for the roles of financial and cost-based approaches to strategic management of all types of entities within the medical field. Students will furthermore develop quantitative tools to aid in planning and operational management efforts in the industry.

ELECHU HUMANITIES ELECTIVE

3 Credits

ENG 098 COLLEGE READING

3 Credits

This course is for students who do not meet the minimum requirements for admission to the English I class based on the English placement exam administered upon entry to Bay State College. The course, which students take concurrently with Basic English for College, focuses on reading comprehension and critical thinking skills. The credits do not apply towards graduation. Note: Minimum grade of C- is required to move on in the English sequence.

ENG 099 BASIC ENGLISH FOR COLLEGE

2 Credits

This course, which meets five days a week, is for students who have demonstrated a need for more focused work in the fundamentals of grammar, composition, and reading based on the English placement exam administered upon entry to Bay State College. Students focus on punctuation, grammar, reading comprehension, and writing skills. The lab component, designed to supplement and enhance the lecture, is a mandatory and graded part of the course. These credits do not apply toward graduation. (Minimum grade of C- is required to move on in the English sequence.)

Co-Requisite: ENG 099L - BASIC ENGLISH FOR COLLEGE LAB

ENG 099L BASIC ENGLISH FOR COLLEGE LAB

1 Credit

Lab designed to accompany ENG099-ESL course.

ENG 101 ENGLISH I

3 Credits

In this course, students will develop the writing, analytical, and grammar skills necessary for producing college-level essays. Students are introduced to practical strategies that they can use to think critically, read analytically and respond effectively in writing. The course will cover basic principles of transactional writing and the documentation of source material, as well as a review of some essential grammatical principles.



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ENG 102 ENGLISH II

3 Credits

In this course, students build upon the analytical and writing skills developed in ENG101 with the goal of creating more extensive and sophisticated college papers. Through close reading and analysis of selected texts, students will develop the research and compositional skills necessary for higher level work. An annotated bibliography and a research paper are required. Note: A minimum grade of "C" is required for PTA students.

ENG 201 LIT AND THE DYNAMICS OF RELATIONSHIPS (Honors)

3 Credits

The Honors Course is an elective course that is open to students who have completed a minimum of 12 college credits with a cumulative GPA of 3.4 on a 4.0 scale. The theme of the Honors Course rotates from year to year among the humanities and social sciences. The course emphasizes critical thinking skills, reading, writing, and the use of primary source materials. In this course students will analyze and discuss the relationships between characters. Some of the relationships examined will include romantic relationships, sibling relationships, parent/child relationships, master/ slave relationships and ancestral relationships. Also, students will focus on generational, racial, cultural, historical, personal, legal and family conflicts. The class will explore then write short critical responses and analytical essays based on the characters, themes, language and/or structure of the literary work studied.

Minimum Credits Required:12.00

ENG 204 THE CITY IN LITERATURE (HONORS)

3 Credits

The cities we live in help to shape our imaginations and make us who we are. In this honors course, we will explore how the urban experience has been represented in literature and film. Readings will include contemporary novels by writers like Jay McInerney, Toni Morrison, and Dennis Lehane, as well as selections from poetry and short stories by Walt Whitman, Edgar Allan Poe, Dorothy Parker, and Junot Diaz. Films may include Bright Lights Big City and Blade Runner.

Minimum Credits Required:12.00

ENT 101 ENTERTAINMENT BUSINESS

3 Credits

This survey course will provide a broad overview of the goals and strategies of the entertainment industry. Students will discuss philosophies and techniques of the industry. Topics will include management of sports and entertainment events, marketing, financial analysis of entertainment enterprises and industries, strategic planning and ethical issues in entertainment management.

ENT 102 INTRODUCTION TO THE MUSIC INDUSTRY

3 Credits

This course focuses on music entertainment career opportunities. It will include how to work with artists, producers, engineers, managers, promoters, artist managers and songwriters. Students will be introduced to club and venue management including concerts, nightclubs and booking agencies as well as to the day-to-day operations of a modern recording studio business. Class topics will also explore artist and music management including marketing, promotion, financial analysis, music production and the legal aspects of the music industry.

ENT 105 SPORTS ENTERTAINMENT

3 Credits

Students will explore all aspects and venues associated with the sports entertainment industry. The course will also focus on the marketing of sports, the role of media and sports, sports and the entertainment complex, the financing of sports teams and stadiums, the growth of women's sports and the significance of international sports.

ENT 106 VENUE MANAGEMENT

3 Credits

This course introduces the students to the functions, procedures and systems necessary to plan, develop, operate and maintain indoor/ outdoor performance entertainment venues, such as a club, a sound stage, or a theater. Emphasis is on the importance of the venue manager's role in maintaining the physical plant and grounds for maximum safety, comfort, and profitability.

ENT 110 THE BUSINESS OF MUSIC

3 Credits

Description to follow

ENT 201 EVENT MANAGEMENT

3 Credits

The focus of this course is to address the needs of all entertainment events at different venues from the initial planning stage to follow-through after the event. Small group events to large multientertainment productions will be examined for similarities in organization at each stage of the development process. This course will address recognizing specific needs for every event and trouble shooting for problems throughout events. Students will work collaboratively on student-generated production as part of their overall grade.

ENT 231 SURVEY OF THE MUSIC INDUSTRY

3 Credits

The class is designed to provide an overview of the field including career opportunities in order to aid students in their academic direction. Students are introduced the on-campus Desktop studio and rented studio facilities so they may begin working with upperclassmen. For music business students, this is the opportunity to spend a time in the studios to get a sense of the technology involved in the music industry. Discussions will focus on the overall structure of the recording industry, including record companies, licensing, and publishing.

Pre-Requisite: ENT 102 - INTRODUCTION TO THE MUSIC INDUSTRY

ENT 250 ARTIST MANAGEMENT

3 Credits

This course is focused on the management of musical artists. Topics include (but are not limited to): management style, business relationships, setting up a management company, career planning for artists, publicity for artists, budgeting and identification of the potential sources of revenue in artists careers - via recording, touring, publishing, sponsorships, merchandise, etc. Through analysis of contracts used between artists and managers, students will explore basic negotiation techniques and the typical deal points in such agreements.

Pre-Requisite: ENT 102 - INTRODUCTION TO THE MUSIC INDUSTRY



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ENT 275 INTRO TO AUDIO PRODUCTION FOR NON-AUDIO MAJORS

3 Credits

This course is a program elective that gives those EM students who are not specializing in Audio Production the chance to explore modern music production techniques, terminology and creative and critical decision processes in the Audio Production field. The purpose of this course is to provide non-audio EM majors with a framework for understanding and working with Audio Production technicians in concert venues, recording studios and record labels using digital audio techniques. Note: This course cannot be used by EMAUD students as either an AUD or Program Elective requirement towards completion of their AUD coursework.

Pre-Requisite: ENT 106 - VENUE MANAGEMENT And Pre-Requisite: ENT 102 - INTRODUCTION TO THE MUSIC INDUSTRY Or Pre-Requisite: ENT 201 - EVENT MANAGEMENT And Pre-Requisite: ENT 102 - INTRODUCTION TO THE MUSIC INDUSTRY

ENT 299 ENTERTAINMENT INTERNSHIP

2 Credits

This course is designed to have the student apply the knowledge obtained in the classroom to a work situation in their field of study. The student will work at an approved site and create a portfolio that will include a journal reflecting the students experiences; a list of publications and web-sites that pertain to their profession; an interview with a management person within the organization; a completed professional resume and cover letter.

Pre-Requisite: ENT 299S - ENTERTAINMENT INTERNSHIP SEMINAR

ENT 299S ENTERTAINMENT INTERNSHIP SEMINAR

1 Credit

This seminar course prepares students with Sophomore standing for the process of researching, skill marketing, and securing internships in the Entertainment industry. Students meet weekly to work on their selfmarketing materials (resume, cover letters, mock interviews) and to research key entertainment industry positions. Students are expected to secure, with departmental approval, an appropriate internship for the following semester.

ENT 300 MUSIC INDUSTRY MARKETING AND PROMOTION

3 Credits

This course will explore the principles, applications and ethics of marketing and promotion as it applies to the music industry. Students will study case studies of marketing for emerging, midlevel and established artists and their recordings, tours, merchandise, etc., and explore how companies in the music industry plan and execute promotional campaigns for radio play, live concerts, and album releases. As part of this course, student will design, research and develop their own marketing campaigns for a musical artist.

Pre-Requisite: ENT 102 - INTRODUCTION TO THE MUSIC INDUSTRY And Pre-Requisite: MKT 210 - PRINCIPLES OF MARKETING

ENT 301 ENTERTAINMENT AND SERVICES MARKETING

3 Credits

Entertainment and Services Marketing is designed to provide students with the ability to analyze and solve complex and current entertainment business and marketing problems through the use of case studies. Students will study the marketing initiatives of select entertainment content producers and professional sports teams and associations and their effectiveness in reaching marketing goals. This course requires students to exercise critical thinking and creative problemsolving skills in real life entertainment business situations.

Pre-Requisite: ENT 102 - INTRODUCTION TO THE MUSIC INDUSTRY And Pre-Requisite: MKT 210 - PRINCIPLES OF MARKETING And Pre-Requisite: ENT 101 - ENTERTAINMENT BUSINESS

ENT 320 TOUR MANAGEMENT

3 Credits

This course will provide an extensive overview of Tour Management as it relates to the commercial music industry. It will explore the role of the Tour Manager and how they function as a unique part of an Artist Management team. This course will cover everything from the conception to the conclusion of touring including routing, budgeting, hiring personnel, marketing and advertising, accounting and settlements, tour support services, and dealing with issues and problem solving on the road.

Pre-Requisite: ENT 102 - INTRODUCTION TO THE MUSIC INDUSTRY

ENT 331 RECORD COMPANY OPERATIONS

3 Credits

This course will focus on how record companies discover, record and promote new talent, as well as manage their song catalogues. Case studies will involve both the major domestic and international record companies, as well as independent labels serving niche markets. Topics will include the role of the music producer, recognizing and assigning singer, songwriter, and music publisher credits, determining royalty structures, booking session players and studios, music marketing and industry trends.

Pre-Requisite: ENT 250 - ARTIST MANAGEMENT

ENT 350 CONCERT PRODUCTION MANAGEMENT

3 Credits

Concert Production Management will focus on the producing and managing of concerts, in both large and small venues. In addition to issues of event management, contracts and riders, union regulations and public safety issues, students will explore the technical requirements of common lighting, staging and audio techniques necessary to bring a concert to a successful conclusion. Topics will include designing lighting plots, audio setups, and setting up and breaking down staging.

Pre-Requisite: ENT 106 - VENUE MANAGEMENT And Pre-Requisite: ENT 102 - INTRODUCTION TO THE MUSIC INDUSTRY



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ENT 353 FILM/TV PRODUCTION MANAGEMENT

3 Credits

This course examines the behind the scenes decisions that a production manager makes when producing for film, television, and theater. The focus is on the business skills and knowledge needed to plan, fund, and execute a production. Although some of the topics covered will involve the technical equipment used in a production, it is not a studio based course and no filming or editing will be required. Topics include planning and finance, hiring cast and crew, task description, personnel assessment, operation and evaluation.

**Pre-Requisite: ENT 101 - ENTERTAINMENT BUSINESS Or
Pre-Requisite: ENT 102 - INTRODUCTION TO THE MUSIC INDUSTRY**

ENT 400 ENTERTAINMENT MANAGEMENT PRACTICUM

3 Credits

This course involves hands on instruction in putting together an entertainment production. Bachelor students will take an active part in planning, managing and promoting a peer based production, an individual production and a Bay State sponsored production. The course will develop and reinforce skills that students acquire through their prior course work, including internships.

**Pre-Requisite: ENT 106 - VENUE MANAGEMENT And
Pre-Requisite: ENT 350 - CONCERT PRODUCTION MANAGEMENT Or
Pre-Requisite: ENT 106 - VENUE MANAGEMENT And
Pre-Requisite: ENT 353 - FILM/TV PRODUCTION MANAGEMENT**

ENT 425 COPYRIGHT AND MUSIC PUBLISHING

3 Credits

This course is focused on the music publishing industry. Students will explore the various sources of revenue from the sale of music in the areas of recordings, film, commercials, television, print, digital, ringtones, video games, Broadway shows and foreign uses and how the placement of music in these venues is facilitated. Through analysis of contracts used between publishers and songwriter, students will explore basic negotiation techniques and the typical range of income for such publishing opportunities. The course will review students knowledge of copyright for music and sound recordings. Students will also explore the following topics: A & R functions of a publisher, royalty computation, current issues, and how to start their own music publishing business.

**Pre-Requisite: ENT 102 - INTRODUCTION TO THE MUSIC INDUSTRY And
Pre-Requisite: ENG 102 - ENGLISH II And
Pre-Requisite: LAW 140 - ENTERTAINMENT LAW AND ETHICS And
Pre-Requisite: MAT 103 - COLLEGE ALGEBRA**

ENT 495 SENIOR SEMINAR PROJECTS

3 Credits

The Senior Seminar Project is a capstone course and is taken in the last semester of the Bachelor student's program. The students will use all previously acquired Entertainment Management course knowledge to evaluate critical business decisions for their fields of interest, and in doing so, create their own model business entity. Each Bachelor student will present their progress weekly and share their insights and suggestions with their peers. Note: Bachelor students and juniors with permission of the Department Chair.

ENT 499 INTERNSHIP & SEMINAR II

3 Credits

This higher level internship course builds on the skills and experiences acquired by students in both their class work and their prior internship, but would require the students to focus on specific EM disciplines such as marketing, management, promotion, etc., distinguishing it from the more generalized ENT299. Note: BS students only.

Pre-Requisite: ENT 299 - ENTERTAINMENT INTERNSHIP

FAD 101 FLAT PATTERN DESIGN I

3 Credits

This course introduces students to the basic sloper and dart manipulation. Students visualize various designing and construction techniques while developing the basic concept types of skirt, bodice, sleeve, etc.

FAD 102 FLAT PATTERN DESIGN II

3 Credits

In this course, students are exposed to advanced use of the master pattern. This course includes structure for sleeve and body styling, designs of collars, and the further development in the use of the slack sloper.

Pre-Requisite: FAD 101 - FLAT PATTERN DESIGN I

FAD 103 CLOTHING CONSTRUCTION

3 Credits

Clothing Construction stresses the basic professional techniques in the production of designers' first samples. Through this class, students gain insight into the relationship between creative design and quality of the finished product.

FAD 104 TAILORING

3 Credits

In this course, students learn to custom-fit clothing, as well as the techniques of industrial construction, while developing design concepts

Pre-Requisite: FAD 103 - CLOTHING CONSTRUCTION

FAD 105 PRINCIPLES OF DRAPING

3 Credits

This comprehensive course provides students with the fundamental principles in developing basic silhouettes by draping and pattern making techniques. Students will further explore the characteristics of drapability of fabric and its effect on the development of silhouette and style. An original garment is designed and executed in fabric based on the categories studied.

FAD 110 BASIC DRAWING AND DESIGN

3 Credits

Students explore the major principles of two and three-dimensional design, using a variety of mediums, including black and white and color. Perspective, line, form, and shape are studied.



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FAD 201 APPAREL DESIGN I

3 Credits

This course is devoted to the design of garments in the apparel industry based on specific design problems given by the instructor. Emphasis will be placed on individual personality factors that are inherent in apparel design, as each student research and create their own designs within each assignment. Students are responsible for the development of designs for the spring fashion show based on a chosen theme.

Pre-Requisite: FAD 102 - FLAT PATTERN DESIGN II

FAD 202 APPAREL DESIGN II

3 Credits

A continuation of Apparel Design I (FAD 201), this course is devoted to the design and construction of garments in the apparel industry. Students will learn the production and final distribution methods of garments. The creation of a collection of designs for the spring fashion show will constitute the majority of the student's final grade.

Pre-Requisite: FAD 201 - APPAREL DESIGN I

FAD 205 FASHION ART

3 Credits

Using the skills acquired in Basic Sketching (FAD110), students will continue to develop their illustrative skills in order to successfully complete portfolio work required in Fashion Illustration (FAD210).

Pre-Requisite: FAD 110 - BASIC DRAWING AND DESIGN

FAD 207 COUTURE DETAILS AND SPECIALTY SEWING

3 Credits

This upper level sewing course explores advanced applications such as embroidery, beading, piping, quilting, fancy pleating, and boning. The design and construction of specialty products (accessories) will also be explored.

**Pre-Requisite: FAD 103 - CLOTHING CONSTRUCTION And
Pre-Requisite: FAD 104 - TAILORING**

FAD 210 FASHION ILLUSTRATION/PORTFOLIO DEVELOPMENT

3 Credits

This course introduces students to the world of fashion art. Emphasis is placed on the creation of a lady's fashion figure and on the design of the clothing being shown. In addition, some attention is given to men and children figures. Classes consist of technical demonstrations, workshops, and individual guidance designed to assist students in developing their style.

Pre-Requisite: FAD 205 - FASHION ART

FAD 230 CREATIVE FASHION DESIGN I

3 Credits

FAD 231 CREATIVE FASHION DESIGN II

3 Credits

FAM 101 FASHION MERCHANDISING/BUYING

3 Credits

This course presents basic theoretical and practical knowledge required to favorably commence a career in merchandising. The course emphasizes the consumer, financial planning, buying, and merchandising. Topics covered include consumer behavior, fashion elements, planning, fashion merchandising techniques and practices, negotiating, and information systems.

FAM 105 CONTEMPORARY DESIGNERS AND TRENDS

3 Credits

This course provides an overview of contemporary designers, their inspirations and their place in the fashion industry. Topics covered include licensing, branding, design, and market strategies.

FAM 107 VISUAL MERCHANDISING

3 Credits

Students are introduced to the material, tools, and techniques used in visual merchandising. This background is reinforced with exposure to the work of leading professionals in the field. Emphasis is placed on giving students maximum opportunity to design and implement their own window and point-of-purchase displays. Concepts used in the design of posters, signage, sales environments, and exhibits are also explored.

FAM 110 FASHION SHOW PRODUCTION

3 Credits

Producing a fashion show of professional caliber is the learning tool in this course. Students leave nothing to chance as they experience the creative, organizational, and promotional aspects of a major production. Students also learn to coordinate clothing and accessories to achieve a total look appropriate to the individual. Special attention is placed on problem solving and understanding the function of the professional coordinator.

FAM 120 MERCHANDISE MARKETING AND CONTROL

3 Credits

In this course, fashion and retail students acquire an understanding of the financial aspects of merchandise planning and management by learning the procedures for purchasing and pricing merchandise, planning inventory levels, formulating a six-month plan, and calculating sales projections.

**Pre-Requisite: MAT 101 - COLLEGE ALGEBRA Or
Pre-Requisite: MAT 103 - COLLEGE ALGEBRA Or
Test Placement: Math Placement >= 101**

FAM 208 CREATIVE FASHION PRESENTATION

3 Credits

Based on the knowledge acquired in previous fashion classes, students prepare and present fashion information through shows, clinics and/or written communications. Presentations are based on researching, analyzing, and forecasting fashion trends.

Pre-Requisite: FAM 101 - FASHION MERCHANDISING/BUYING



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FAM 240 TEXTILES

3 Credits

This course offers a comprehensive study geared to educating students in the behavior and performance of the materials used in today's consumer goods. This course serves as necessary background for those interested in buying and designing for retail positions where providing fabric information to the consumer is required. New and traditional technologies in manufacturing are surveyed.

FAM 245 RETAIL OPERATIONS/STRATEGIES

3 Credits

This course examines the various approaches to retailing: a functional approach, which focuses on activities retailers must perform; an institutional approach, which describes the various types of retail establishments and their development; and a strategic approach, which concentrates on planning to meet objectives. The goal of the course is to assist students in becoming successful retail planners and decision makers who are able to successfully adapt to change.

FAM 299 FASHION MERCHANDISING INTERNSHIP

2 Credits

This higher level internship experience is especially for students pursuing the Associate Degree in the Fashion industry. This course builds on prior class work and focuses on specific fashion disciplines.

FAM 299S FASHION INTERNSHIP SEMINAR

1 Credit

This seminar course prepares students for the process of securing internships in the Fashion industry. Students meet weekly to compose cover letters, resumes, and thank you correspondence and to research potential internship positions.

FAM 310 CASE STUDIES IN FASHION MARKETING

3 Credits

Case Studies in Fashion Marketing is designed to provide students with the ability to analyze and solve realistic business and marketing problems as related to the apparel and soft goods industries, primarily using the case analysis method combined with group discussion and exchange of ideas. Students assume the role of a fashion business consultant and must exercise critical thinking and creative problem solving skills in real-life challenging business situations.

**Pre-Requisite: FAM 101 - FASHION MERCHANDISING/BUYING And
Pre-Requisite: MKT 210 - PRINCIPLES OF MARKETING**

FAM 312 RETAIL PRODUCT DEVELOPMENT

3 Credits

Retail Product Development introduces the process of apparel development from idea generation to finished product. The major factors affecting the process such as globalization, technological innovation and ever-changing consumer demand are thoroughly examined. Students will understand how the technical and creative processes in apparel design are structured and managed in the context of a realistic business environment. Particular attention is given to the mastery of business planning and development, creative planning and management, technical design considerations and production planning and distribution.

**Pre-Requisite: FAM 101 - FASHION MERCHANDISING/BUYING And
Pre-Requisite: MKT 210 - PRINCIPLES OF MARKETING**

FAM 313 SPECIALIZED MARKETS

3 Credits

In this course, students are exposed to in-depth study of specialized fashion markets, focusing on the interrelationships between producers and retailers, channels of distribution, and methods of promotion. Special attention will be placed on the cosmetics, childrenswear, accessories, and menswear markets.

**Pre-Requisite: FAM 101 - FASHION MERCHANDISING/BUYING And
Pre-Requisite: MKT 210 - PRINCIPLES OF MARKETING**

FAM 315 STYLING FOR THE FASHION INDUSTRY

3 Credits

Styling for the Fashion Industry provides an in-depth look at personal style and the styling of individuals based upon their unique characteristics. Students will study the five fashion personality types, evaluate lifestyles that correspond to each fashion personality, and conduct style evaluations based on criteria for styling individuals, fashion magazine photo shoots, fashion shows, and trunk shows. As a hands-on course, students will be involved in closet and wardrobe evaluation, body type evaluation, and wardrobe selection factors.

Pre-Requisite: FAM 101 - FASHION MERCHANDISING/BUYING

FAM 316 FASHION AND SOCIAL MEDIA

3 Credits

This course is a study of the relevant relationship that social media has on the fashion and retail environment.

**Pre-Requisite: FAM 101 - FASHION MERCHANDISING/BUYING And
Pre-Requisite: MKT 210 - PRINCIPLES OF MARKETING**

FAM 330 CASE STUDIES IN FASHION MERCHANDISING

3 Credits

Case Studies in Fashion Merchandising is designed to provide students with the ability to analyze and solve realistic business and merchandising problems as related to the apparel and soft goods industries, primarily using the case method combined with group discussion and exchange of ideas.

**Pre-Requisite: MKT 210 - PRINCIPLES OF MARKETING And
Pre-Requisite: FAM 101 - FASHION MERCHANDISING/BUYING**



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FAM 410 GLOBAL MARKETS**3 Credits**

Global Markets studies the interrelationship between retailers, suppliers and consumers in the global economy. Students will be exposed to international strategic planning concepts and growth strategies. The course presents examples and profiles of major international retailers, including their operational and competitive marketing methodologies. The specific criteria for international retailing success are examined and special attention is paid to the trade, cultural and environmental factors affecting global expansion.

**Pre-Requisite: MKT 210 - PRINCIPLES OF MARKETING And
Pre-Requisite: FAM 101 - FASHION MERCHANDISING/BUYING**

FAM 411 FASHION IMPORT BUYING**3 Credits**

This course analyzes important factors in developing import programs, distribution of products, market sources, financing, and aspects associated with apparel and other import products. The impact of imports on the domestic apparel business is examined.

**Pre-Requisite: FAM 101 - FASHION MERCHANDISING/BUYING
And
Pre-Requisite: FAM 410 - GLOBAL MARKETS**

FAM 414 SPECIALIZED MKTS: CONCENTRATION IN HOUSEHOLD PROD**3 Credits**

both soft and hard lines, that make up the home furnishing industry. Product development, merchandising, and marketing within each category are explored.

Pre-Requisite: FAM 313 - SPECIALIZED MARKETS

FAM 495 SENIOR PROJECT IN MERCHANDISING**3 Credits**

The senior project, a component of the final semester, is designed as an opportunity for students to demonstrate the ability to think and write critically about a retail business-related problem of the student's choice. Extensive, accurate, and timely research, as well as competent writing and independent analysis are emphasized. Note: Department Chair approval required.

FAM 499 FASHION MERCHANDISING INTERNSHIP**2 Credits**

This higher level internship experience is especially for students pursuing the Baccalaureate Degree in Fashion Merchandising. This course builds on both class work and prior work experiences and focuses on specific Fashion Merchandising disciplines such as product development, global sourcing, retail management, and merchandising marketing.

FAM 499S FASHION MERCHANDISING INTERNSHIP SEMINAR**1 Credit**

This seminar course prepares students for the process of securing internships in the Fashion Merchandising industry. Students meet weekly to compose cover letters, resumes, and thank you correspondence and to research potential internship positions.

FIN 201 FINANCE**3 Credits**

The principle focus of this course is on decisions and actions that are undertaken in light of the firms' objectives. Certain key concepts and commonly used tools of financial analysis are developed. Included are such topics as ratio analysis and financial control techniques. This material provides a useful overview of finance, and the ideas and terminology developed here facilitate an understanding of all the other parts of the course. Topics to be covered include decisions involving working capital, long-term assets, sources and forms of long term financing, financial structure, and leverage and cost of capital calculations.

**Pre-Requisite: ACC 100 - FINANCIAL ACCOUNTING I And
Pre-Requisite: MAT 200 - STATISTICS**

FIN 301 MANAGERIAL FINANCE**3 Credits**

The principle focus of the course is on the decisions and actions that are undertaken in the light of the firm's business objectives. The course develops a strategic investment model to be used in borrowing, decision-making and evaluation. The course deals with strategic financing decisions and ends with the management of working capital.

**Pre-Requisite: ACC 110 - FINANCIAL ACCOUNTING II And
Pre-Requisite: FIN 201 - FINANCE**

FIN 303 MONEY AND CAPITAL MARKETS**3 Credits**

This course examines how the banking markets work and international financial integration. There is an examination of different types of financial instruments, investments and the measuring of risk with each of the instruments. The course reviews how the Federal Reserve operates, how it makes policy decisions to change the market or controls the money supply.

**Pre-Requisite: FIN 201 - FINANCE And
Pre-Requisite: ECO 102 - MACROECONOMICS**

FIN 401 INVESTMENTS**3 Credits**

Investments will explore various strategies and vehicles for money management, including equity, real estate and fixed-income investments. Students will become familiar with the major stock exchanges, portfolio theory, valuation and risk management.

**Pre-Requisite: ACC 110 - FINANCIAL ACCOUNTING II And
Pre-Requisite: FIN 201 - FINANCE**

FYE 101 FIRST YEAR EXPERIENCE**0 Credits**

The First Year Experience provides an extended orientation to the College and the demands of higher education. It is designed to assist students in successfully making the transition from high school to college.



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GEO 100 WORLD GEOGRAPHY

3 Credits

This course focuses on the geographic and social features of the Eastern Hemisphere including Europe, Asia, the Middle East, Africa and the South Pacific. It will provide a comprehensive study of the physical and human features of these areas and the interrelationship between them. Historical impact, climate, culture, customs, languages, and the impact of the political and environmental factors on major countries and cities in these areas will be covered. A student must have a minimum English standing of ENG 101 to enroll in this course.

GEO 150 GEOGRAPHY OF THE AMERICAS

3 Credits

This course focuses on the geographic and social features unique to the countries located throughout North America, South America, Central America and the Caribbean Islands. It will include an in-depth study of the countries, cities, important physical features, historical impact, climate, customs, languages, and the impact of political and environmental factors in these areas. A student must have a minimum English standing of ENG 101 to enroll in this course.

GYE 101 GRADUATE YEAR EXPERIENCE

0 Credits

Graduate Year Experience (GYE) is a required event held prior to each graduation to prepare students for their upcoming graduation and to ease and expedite the transition from college student to college graduate. GYE offers students the opportunity to meet with all relevant departments Student Accounts, Career Services, Financial Aid, and Registrars Office in one location in order to assist them with any remaining academic, financial or business issues.

HIS 101 AMERICAN HISTORY

3 Credits

A survey of U.S. History from the colonial period to the present, this course provides students with a look at the more significant events, issues, and ideas that have shaped the American republic. The course will also examine the issues and policies that currently influence the lives of the American people and the development of international relations. Students are encouraged to develop analytical and critical thinking skills with which they may better understand ongoing developments in American society. A student must have a minimum English standing of ENG 101 to enroll in this course.

HIS 106 HISTORY OF FASHION

3 Credits

History of Fashion examines western fashion throughout world history. An overview of social, political, and economic forces that influenced fashion is conducted. Examination of current trends in designer clothing and their similarities and contrasts to previous eras provide clarity in understanding contemporary fashions, thus allowing students to become more competent merchandisers, designers, and consumers. A student must have a minimum English standing of ENG 101 to enroll in this course.

HIS 121 WESTERN CIVILIZATION I:THE ANCIENT WORLD TO THE FA

3 Credits

This course follows the history of Western Civilization from the beginning of history in the ancient Middle East to the fall of Rome. While studying ancient Mesopotamia, Egypt and Rome, students examine the development of human ideas, arts, and political institutions. A student must have a minimum English standing of ENG 101 to enroll in this course.

HIS 122 WESTERN CIVILIZATION II:CHARLEMAGENE TO THE ENLIGH

3 Credits

This course examines the history of Western Civilization from the early Middle Ages to the Age of Enlightenment. The course takes a close look at the feudal system and the Renaissance, along the way emphasizing the development of human ideas, arts, and political and social institutions. A student must have a minimum English standing of ENG 101 to enroll in this course.

HIS 123 WESTERN CIVILIZATION III:THE FRENCH REVOLUTION TO W

3 Credits

This course examines the history of Western Civilization from the French Revolution to the end of World War II. The course studies the Industrial Revolution and the birth of modern European culture, focusing on the development of human ideas, arts, and political institutions. A student must have a minimum English standing of ENG 101 to enroll in this course.

HIS 201 U S HISTORY IN THE 20TH CENTURY

3 Credits

This course will survey major events in the history of the United States during the 20th century. Students will be introduced to different ideas, dynamic personalities, and changing trends in American culture. Emphasis will be placed on America's participation in the Vietnam War, the civil rights movement, and student activism on college campuses.

Pre-Requisite: ENG 101 - ENGLISH I

HOM 100 INTRODUCTION TO HOSPITALITY MANAGEMENT

3 Credits

This course provides and overview of the hospitality industry including food service and lodging, resorts, tourism, attractions, related operations and future industry trends.

HOM 101 HOTEL OPERATIONS

3 Credits

This course allows students to develop an understanding of lodging organizations and operations and the departmental functions at the property level. The interdependence of departments and their impact on the delivery of guest services is discussed in relation to the managerial roles of planning, organization, leadership, and controlling. Special emphasis is also placed on food and beverage management and operations as they relate to the hotel industry.



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HOM 203 FOOD AND BEVERAGE OPERATIONS

3 Credits

This course exposes students to various aspects of food service industry management, including marketing, human resource management, purchasing, financial management, sanitation, preservation, menu creation, customer service, and liability issues. Management of restaurants, bars, quick service venues, catering, and cafeteria operations are covered in the course.

Pre-Requisite: HOM 100 - INTRODUCTION TO HOSPITALITY MANAGEMENT

HOM 214 CONFERENCE, MEETING AND EVENT PLANNING

3 Credits

This course covers the design, marketing, and management of a wide variety of events within the Meetings, Conventions, and Exhibitions Industry. The topics discussed in the course include destination selection, travel arrangements, food and lodging, activities planning, seminar design, fundraising, regulation, security, and liability. This course is designed to assist students in preparing for a broad range of careers in the MCE industry.

Pre-Requisite: HOM 101 - HOTEL OPERATIONS

HOM 299 HOSPITALITY MANAGEMENT INTERNSHIP

2 Credits

Students will complete a minimum of 120 hours onsite in a hospitality industry internship approved by the Program Chair. The course instructor will meet with the student and the students on-site supervisor to identify learning opportunities, gauge the students progress, and ensure compliance with the policies and procedures of the organization. Students will complete reflective assignments designed to maximize the learning process of the practical experience they gain in the internship assignment.

Pre-Requisite: HOM 299S - HOSPITALITY MANAGEMENT INTERNSHIP SEMINAR

HOM 299S HOSPITALITY MANAGEMENT INTERNSHIP SEMINAR

1 Credit

The Internship Seminar provides students with the tools needed to secure and succeed in an internship in the hospitality industry. Students will learn to craft and tailor professional resumes and cover letters, develop job search skills, enhance their interviewing skills, and perfect professional workplace behavior. Students will also explore their career options and identify suitable career paths.

**Pre-Requisite: HOM 100 - INTRODUCTION TO HOSPITALITY MANAGEMENT And
Pre-Requisite: MAN 102 - MANAGEMENT**

HOM 401 SPORTS FACILITIES AND EVENTS MANAGEMENT

3 Credits

This course will provide students with an introduction to the design, operations, marketing and management of sports facilities and athletic events. The course will analyze the issues of maintenance, security, regulation, financing, operations and promotion of sporting venues and the planning of a wide range of related athletic activities.

**Pre-Requisite: HOM 100 - INTRODUCTION TO HOSPITALITY MANAGEMENT And
Pre-Requisite: MKT 210 - PRINCIPLES OF MARKETING**

HOM 402 SPECIAL EVENTS MANAGEMENT

3 Credits

Special Events Management prepares students to conceive of, plan, manage and evaluate a wide range of events, including concerts, festivals, fundraisers, sporting contests, political rallies and conferences. Students will develop an understanding of issues of logistics, venue selection, promotion, catering, security and risk management as they relate to special events.

**Pre-Requisite: MKT 210 - PRINCIPLES OF MARKETING And
Pre-Requisite: HOM 100 - INTRODUCTION TO HOSPITALITY MANAGEMENT**

HOM 403 RESORT AND CASINO MANAGEMENT

3 Credits

This course examines crucial aspects of one of the hospitality industry's fastest-growing segments, the resort and gaming sector. Students learn how to market destinations and attractions, manage gaming businesses and resort facilities, comply with extensive governmental and industry regulations, and mitigate financial and legal risks in such operations. The course entails numerous industry guest speakers and field trips to gaming and resort facilities.

Pre-Requisite: HOM 101 - HOTEL OPERATIONS

HOM 404 HOTEL SALES AND MARKETING

3 Credits

This course is designed to provide students with an understanding of hospitality sales, advertising, and marketing. Students will focus on customer habits and expectations along with the practical application of sales techniques. The elements of the marketing mix (product, price, promotion, and placement) as they relate to the sales effort will also be studied.

HSI 299 HEALTH STUDIES INTERNSHIP

2 Credits

This course is designed to provide the student with an opportunity to relate the knowledge obtained in the classroom to an educational experience in a clinical setting. The student will be placed in a health care setting (e.g. hospital, nursing home) and will perform a minimum of 120 unpaid, supervised hours of internship. The intern will observe experienced health care professionals at work in order to gain an understanding of the general background operations of a health care institution. In addition, the intern will, to an appropriate degree, interact with and provide services to patients and health care workers at the institution. All observations and experiences will be documented in a journal. Students must have a Professional readiness score of 2.0 or higher and permission of the Program Chair/Advisor to register for this course.

**Pre-Requisite: HSI 299S - HEALTH STUDIES INTERNSHIP SEMINAR And
Pre-Requisite: BIO 107 - FUNDAMENTALS OF NUTRITION And
Pre-Requisite: BIO 201 - ANATOMY AND PHYSIOLOGY I And
Pre-Requisite: BIO 202 - ANATOMY AND PHYSIOLOGY II And
Pre-Requisite: MED 100 - INTRODUCTION TO HEALTH CARE And
Pre-Requisite: MED 102 - MEDICAL TERMINOLOGY And
Pre-Requisite: MED 225 - MEDICAL ETHICS**



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HSI 299S HEALTH STUDIES INTERNSHIP SEMINAR

1 Credit

The seminar course provides students with the tools needed to secure and succeed in an internship in the health care industry. Students will learn to craft and tailor resumes and cover letters, develop job search skills, enhance interviewing skills, and understand professional workplace behavior. Students will complete professional presentations on internship sites and suitable career paths.

**Pre-Requisite: ENG 102 - ENGLISH II And
Pre-Requisite: MED 100 - INTRODUCTION TO HEALTH CARE**

LAW 110 BUSINESS LAW

3 Credits

This course introduces students to the basic legal concepts and principles of business law. It includes consideration of contracts, property partnerships, and corporations. The Uniform Commercial Code is covered in relation to sales, commercial paper, and risk-bearing devices. The case method is used in the application of the legal principles studied.

LAW 140 ENTERTAINMENT LAW AND ETHICS

3 Credits

This course focuses on the legal and economic perspectives of the entertainment industry. Students study the topics of intellectual property and proprietary rights, project development and production, talent and the guilds, distribution and financing, as well as ancillary rights and related issues. Students also closely analyze a range of contracts and are introduced to the art of negotiation.

LIT 200 LITERATURE

3 Credits

In this course students analyze and discuss three major literary genres—short story, poetry, and drama. Students write several short critical responses and one analytical essay based on characters, themes, language, and/or structure of the literary works studied. The focus of the readings includes both classic and contemporary works by American, British, and European writers and may include Sophocles, Shakespeare, Henrik Ibsen, Arthur Miller, Lorraine Hansbury, William Faulkner, James Joyce, Flannery O'Connor, Ralph Ellison, James Baldwin, Raymond Carver, John Keats, William Wordsworth, Robert Frost, Emily Dickinson, Sylvia Plath, and Langston Hughes, among others.

Pre-Requisite: ENG 102 - ENGLISH II

LIT 211 THE AMERICAN NOVEL

3 Credits

This upper-division course traces the development of the American novel from Hawthorne to Morrison. The focus of the class will be on critical reading and writing, as well as placing the literature in a social and historical context. The class is both reading and writing intensive.

Pre-Requisite: LIT 200 - LITERATURE

LIT 213 AMERICAN POETRY

3 Credits

Students in this class will read and analyze selected American poetry. This course will focus on themes, images, patterns, and purposes presented by the individual poets. A student must have a minimum English standing of ENG 101 to enroll in this course.

Pre-Requisite: LIT 200 - LITERATURE

LIT 231 DRAMA

3 Credits

This course will introduce students to the basic elements of drama (plot, character, theme, points of view, symbolism, irony, tragedy and comedy) by exploring both classic and modern forms of drama. It will examine the role of drama in modern society (e.g., as social commentary or as a form of healing therapy for say, victims of abuse). It will also look at new forms of drama, both in the traditional (i.e., theatrical) mode such as types of performance art and the nontraditional mode, such as dramatic play in children.

Pre-Requisite: ENG 102 - ENGLISH II

LIT 232 MYSTERY STORY AS LITERATURE

3 Credits

This course is designed to introduce students to mystery/detective fiction as a separate genre of literature. Through the study of such concepts as point of view, characterization, the elements of voice, narrative time versus real time, pacing, plot, and the withholding of information from the reader (as well from the fictional characters), students will become familiar with mystery/ detective fiction as a legitimate and enduring form of literature.

Pre-Requisite: ENG 102 - ENGLISH II

LIT 233 SCIENCE FICTION/FANTASY AS LITERATURE

3 Credits

This course examines the structures and conventions of the genre commonly referred to as science fiction. Over the course of the semester, students examine texts of various lengths in order to arrive at a clearer understanding of the evolution of science fiction literature, the major themes of the genre, and the writers who have contributed to establishing and defining this form of literature.

Pre-Requisite: ENG 102 - ENGLISH II

LIT 234 DISABILITY IN LITERATURE

3 Credits

This course will explore how literary texts portray people with all kinds of disabilities—physical, emotional, social and mental. Studying disability in literature will help us to questions what our culture defines as "normal" and ask us to consider what makes us human. Literature can help us understand the experiences of the disabled, as well as understand our own responses to disability in our own lives and in our culture.

Pre-Requisite: ENG 102 - ENGLISH II

LIT 236 SHORT STORIES OF THE WORLD

3 Credits

"Oh, I have now a mania for shortness," wrote Anton Chekhov, one of the greatest short story writers. "Whatever I read – my own or other peoples works – it all seems to me not short enough." What makes a short story different than a novel? Is the short story just shorter? In this course students will read and analyze many of the most outstanding examples of this unique form of fiction from around the world. Authors may include Poe, Tolstoy, Chekhov, Flaubert, de Maupassant, James, Chopin, Joyce, Hemingway, Faulkner, O'Connor, Ellison, Borges, Cheever, Garcia Marquez, Updike, Monroe, Carver, and others.

Pre-Requisite: ENG 102 - ENGLISH II



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LIT 311 THE AFRICAN AMERICAN NOVEL

3 Credits

The purpose of this course is to broaden students' development of the African American novel, from Douglass's influential slave narratives and Chestnut's fiction, through the Harlem Renaissance, and to contemporary works by Toni Morrison and Ralph Ellison. Through close reading and consideration of historical and social factors, students will better understand the particular challenges of African American writers and their contributions to American literature as a whole. The class will emphasize critical reading and writing, as well as student participation. A student must have a prior enrollment in a 200-level literature course to enroll in this 300-level course.

LIT 321 SHAKESPEARE: HISTORIES, COMEDIES, AND TRAGEDIES

3 Credits

Students in this class will read and analyze selected histories, comedies, and tragedies by William Shakespeare. This course will emphasize understanding Shakespeare's language, characters, and themes. We will also look at the historical and cultural circumstances surrounding Shakespeare and the plays he wrote. A student must have a prior enrollment in a 200-level literature course to enroll in this 300-level course.

LIT 331 19TH CENTURY BRITISH NOVEL

3 Credits

This upper-division course offers an overview of the Victorian novel from Austen to Hardy. The focus of the class will be on critical reading and writing, as well as placing the literature in a social and historical context. The class is both reading and writing intensive. A student must have a prior enrollment in a 200-level literature course to enroll in this 300-level course.

LIT 332 19TH CENTURY RUSSIAN NOVEL

3 Credits

This upper-division course traces the development of the 19th Century Russian novel from the shorter prose of Pushkin and Gogol to the master works of Turgenev, Dostoevskii, and Tolstoy. The focus of the class will be on critical reading and writing, as well as placing the literature in a social and historical context. The class is both reading and writing intensive. A student must have a prior enrollment in a 200-level literature course to enroll in this 300-level course.

LIT 333 EL BOOM: TWENTIETH CENTURY LATIN AMERICAN LIT.

3 Credits

This course is a survey of twentieth-century Latin American literature, including poetry, fiction and essays. Students will study the social, political, economic and literary context in which the literary works were produced. Students will critically read and discuss works by Jorge Luis Borges, Pablo Neruda, Gabriel Garcia Marquez, Mario Vargas Llosa, Julio Cortazar, Carlos Fuentes, Jose Donoso, Maria Luisa Bombal and Isabel Allende, among others. C- or higher required in ENG 102 to enroll in this course.

**Pre-Requisite: ENG 102 - ENGLISH II Or
Test Placement: English Placement \geq 102**

LIT 431 ADVANCED WORLD LITERATURE TOPICS: THE JAMES FAMILY

3 Credits

This course examines the writings and thoughts of four members of the James family - the philosopher and psychologist William, the novelist Henry, their sister Alice, and their father, the philosopher and mystic, Henry, Sr. A student must have a prior enrollment in a 200-level literature course to enroll in this 300-level course.

MAN 101 INTRODUCTION TO BUSINESS

3 Credits

This course is designed to help students understand the current business community. Presently, business practices are being affected by many other countries because of their trade and business decisions. Emphasis is placed on how the global economy affects small businesses, corporations, labor unions, personnel practices, stock and bond markets, and budget and trade deficits. Upon completion of this course, students will have a greater understanding of, and interest in, business events, both nationally and worldwide. In addition, students will have a better grasp of future career opportunities available in the business world.

MAN 102 MANAGEMENT

3 Credits

This course prepares students for positions of managerial responsibility, an important aspect of which is responsibility for the action of other people. Emphasis is placed on the four functions of management: planning, organization, leadership, and controlling. Principles relating to decisionmaking, problem-solving, and interpersonal relationships are developed through group discussions and case studies.

MAN 105 INTRODUCTION TO ENTREPRENEURSHIP

3 Credits

This course explores the entrepreneurial process from conception to launch of a new venture and outlines managerial strategies for long-term success of new businesses. Students will learn to evaluate the market potential for new ventures, identify the relative merits of various ownership structures, and be exposed to the financial strategies for successful launches of new firms. Students will create a fully articulated business plan as a final project in the course.

MAN 205 HUMAN RESOURCES MANAGEMENT

3 Credits

This course allows students to develop an understanding of the role of managing human resources. The course explores the importance of recruiting, interviewing, testing, and effectively supervising salaried and hourly employees, negotiation skills, union relations, and performance evaluation. Additional information regarding compensation, benefits, and employee wellness programs are discussed.

Pre-Requisite: MAN 102 - MANAGEMENT



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MAN 240 ORGANIZATIONAL BEHAVIOR**3 Credits**

This course examines individual, group, and organizational behavior within various business settings in a culturally diverse workplace. Topics covered include management theory, communication, motivation, leadership, managing rewards, stress management, employee counseling, appraisal, employee disciplinary systems, conflict management, training, and organizational development. Throughout the course, students work individually and in teams on cases and business simulations.

Pre-Requisite: MAN 102 - MANAGEMENT

MAN 299 INTERNSHIP**2 Credits**

Students will complete a minimum of 120 hours on-site in a business internship approved by the Department Chair. The course instructor will meet with the student and the students on-site supervisor to identify learning opportunities, gauge the students progress, and ensure compliance with the policies and procedures of the organization. Students will complete reflective assignments designed to maximize the learning process of the practical experience they gain in the internship assignment.

Pre-Requisite: MAN 299S - INTERNSHIP SEMINAR

MAN 299S INTERNSHIP SEMINAR**1 Credit**

The Internship Seminar provides students with the tool needed to secure and succeed in a business internship. Students will learn to craft and tailor professional resumes and cover letters, develop job search skills, and perfect professional workplace behavior. Students will also explore their career options and identify suitable career paths.

Pre-Requisite: MAN 102 - MANAGEMENT

MAN 305 BUSINESS ETHICS**3 Credits**

In this course students will first gain a foundation in the classic theories, the principles and concepts of general ethics, then move on to a consideration of ethics in the business world, where professionals are often faced with decisions that have moral and ethical implications. What questions are raised by efforts to create moral environments within organizations? To what extent should social responsibility be a criterion in evaluating the goods, services, and actions of companies? Students will consider diverse views on key issues by reading authors such as Milton Friedman and Peter Drucker. Case analysis and class discussion will be utilized.

**Pre-Requisite: ECO 102 - MACROECONOMICS And
Pre-Requisite: MAN 240 - ORGANIZATIONAL BEHAVIOR**

MAN 322 INTERNATIONAL MANAGEMENT**3 Credits**

International Management introduces the student to the unique challenges of working for a multinational corporation. Students develop knowledge in managing across borders where higher levels of sophistication are needed in the marketing, operations, human resources, and financial management disciplines. Comparisons among political, economic, and technological environments are examined. Students examine the impact of culture on communication, motivation and leading in international settings.

**Pre-Requisite: MAN 102 - MANAGEMENT And
Pre-Requisite: ECO 102 - MACROECONOMICS**

MAN 324 HEALTHCARE DELIVERY SYSTEMS**3 Credits**

Healthcare Delivery Systems provides students with a comprehensive introduction to the wide range of modes of healthcare provision in the US, including hospitals, clinics, medical offices, long-term care facilities and government healthcare institutions. The course will also explore the role of private insurance providers, government healthcare programs, the biotech/pharmaceutical industry, medical research in healthcare provision and its impact on the healthcare consumer.

**Pre-Requisite: MED 102 - MEDICAL TERMINOLOGY And
Pre-Requisite: MAN 102 - MANAGEMENT**

MAN 325 HEALTHCARE FINANCIAL MANAGEMENT**3 Credits**

Healthcare Financial Management is designed to impart comprehensive understanding of accounting and financial management concepts, techniques and vocabulary as they apply to health care organizations. The course will develop students understanding of the principles and practices of financial accounting and the methods for analyzing and using financial accounting information for healthcare decision-making. MAN 325 will focus on issues of managerial finance and cost containment, enabling students to develop the tools to achieve efficiencies in healthcare delivery.

**Pre-Requisite: FIN 201 - FINANCE And
Pre-Requisite: MAN 324 - HEALTHCARE DELIVERY SYSTEMS**

MAN 326 HEALTHCARE REGULATION**3 Credits**

Healthcare Regulation is designed to impart a comprehensive understanding of the nature and implications of governmental and professional regulation of the healthcare sector. Students will gain a thorough comprehension of laws and regulations covering the operation of healthcare organizations, licensing and practice of healthcare professionals and liability. The course will also examine the broader foundations of the US healthcare system in historical and comparative perspective.

**Pre-Requisite: MAN 324 - HEALTHCARE DELIVERY SYSTEMS
And
Pre-Requisite: LAW 110 - BUSINESS LAW**

MAN 332 NEGOTIATION**3 Credits**

This course exposes the student to the basic concepts, principles, and activities involved in all aspects of professional negotiation. Effective negotiation requires analytic vision and interpersonal understanding. The ability to identify key stakeholders, their interests, and power relationships is essential, yet proper implementation is also necessary. This course offers students the opportunity to learn how to analyze negotiations at a more sophisticated level and to develop that understanding through practice. The course will also provide a conceptual framework to diagnose problems and promote agreement, both outside and inside of an organization.

Pre-Requisite: MAN 102 - MANAGEMENT



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MAN 341 MANAGING DIVERSITY IN THE WORKPLACE

3 Credits

This course seeks to understand the nature, sources and implications of demographic diversity in the current global business environment. Students will gain an understanding of diversity across numerous dimensions, including ethnicity, gender, age, socioeconomic status, religion and disability. The students will develop both an understanding of the benefits of diversity and the skills necessary to succeed in and manage a diverse workplace.

Pre-Requisite: MAN 240 - ORGANIZATIONAL BEHAVIOR

MAN 343 MANAGERIAL LEADERSHIP

3 Credits

This course examines leadership theories from the early trait models to the present. Emphasis is placed on the development of leadership behaviors in the organization setting. Topics include; situational, ethical, transactional, transformational and servant leadership.

Pre-Requisite: MAN 240 - ORGANIZATIONAL BEHAVIOR

MAN 399 INTERNSHIP II

3 Credits

[Official description for this course is forthcoming.]

MAN 401 OPERATIONAL MANAGEMENT

3 Credits

This course introduces the student to the primary tasks, duties, and responsibilities of a firm's operating units. Strategies, tactics, and their impact on marketing and finance are examined. Students learn how the operations management process transforms human, physical, and technological resources into finished products and services. The focus of operations management is decisionmaking at the operating level of the firm.

**Pre-Requisite: FIN 201 - FINANCE And
Pre-Requisite: MAN 240 - ORGANIZATIONAL BEHAVIOR And
Pre-Requisite: MKT 210 - PRINCIPLES OF MARKETING**

MAN 407 BUSINESS AND DECISION ANALYSIS

3 Credits

This course will center on the analytical methods that decision makers use to gain insight into uncertainty. The course is designed to enable students to develop the skills to utilize the most effective methods for making decisions under conditions of uncertainty. Students will master both quantitative approaches to analyze potential courses of action and intuitive yet statistically grounded methods to enhance the efficacy of a wide range of business decisions. Prerequisites: MAT 200, MAN 312.

**Pre-Requisite: MAN 312 - MANAGEMENT INFORMATION SYSTEMS And
Pre-Requisite: MAT 200 - STATISTICS**

MAN 411 STRATEGIC MANAGEMENT

3 Credits

In this course students learn strategy analysis, strategy and policy formulation, policy implementation, and control. Students analyze problems in formulating, implementing, measuring, and adjusting strategy to ensure profitability and/or effectiveness in organizations. The use of a SWOT analysis will be used throughout the semester. The course emphasizes team-based projects designed to build knowledge and skills.

Pre-Requisite: MAN 401 - OPERATIONAL MANAGEMENT

MAN 420 MANAGEMENT OF SMALL BUSINESS

3 Credits

This course provides the fundamentals of effective small business management. Coverage includes such diverse activities as managing growth, pricing, advertising and financial analysis. The course will also deal with major issues of a small business such as technology, crime insurance needs, the family business, ethics and the global marketplace. Students will select a business and develop a business plan for that business.

**Pre-Requisite: ACC 110 - FINANCIAL ACCOUNTING II And
Pre-Requisite: MKT 210 - PRINCIPLES OF MARKETING And
Pre-Requisite: MAN 102 - MANAGEMENT And
Pre-Requisite: ECO 101 - MICROECONOMICS**

MAN 422 RISK MANAGEMENT

3 Credits

Risk Management is designed to introduce the student to various aspects of the managerial and strategic decision process concerned with how organizations attempt to identify, quantify, limit and respond to risk. Students will investigate the sources of financial, operational and business risk, determine which factors lie within an organizations control and draw conclusions about effective responses or preventive measures.

**Pre-Requisite: MAN 240 - ORGANIZATIONAL BEHAVIOR And
Pre-Requisite: FIN 201 - FINANCE**

MAN 450 SENIOR SEMINAR AND PROJECT

3 Credits

This is the capstone course and should be taken in the last semester of the students program. The course is taught in a group setting where the group makes decisions for their company with the use of computer software and on a weekly basis and a ranking will be maintained during the semester. The idea is to maximize the wealth of the owners and the use of prior course knowledge is critical. Students will individually research a company and evaluate the company to determine if they would buy the stock of the company.

**Pre-Requisite: MAN 403 - SYSTEMS ANALYSIS & DESIGN And
Pre-Requisite: MAN 411 - STRATEGIC MANAGEMENT**

MAN 499 BUSINESS INTERNSHIP

3 Credits

Students will complete a minimum 120 hours on-site in a business internship approved by the Department Chair. The course instructor will meet with the student and the students on-site supervisor to identify learning opportunities, gauge the students progress and ensure compliance with the policies and procedures of the organization. Students will complete reflective assignments designed to maximize the learning process of the practical experience they gain in the internship assignment.

Pre-Requisite: MAN 299S - INTERNSHIP SEMINAR

MAN 499S BUSINESS INTERNSHIP SEMINAR

1 Credit

The Internship Seminar provides students with the tool needed to secure and succeed in a business internship. Students will learn to craft and tailor professional resumes and cover letters, develop job search skills, and perfect professional workplace behavior. Students will also explore their career options and identify suitable career paths.



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MAT 098 FUNDAMENTALS OF ALGEBRA

3 Credits

This course is designed as an introductory/review Math course. The course will begin with a review of selected arithmetic topics including fractions, decimals and percents, followed by a review of signed numbers, exponents and the order of operations. Basic algebraic topics will also be covered, including simplifying and evaluating variable expressions, solving linear equations in one variable and graphing linear equations in two variables. Real world applications will also be introduced. This is a remedial course and the credits do not apply to graduation. Students who do not complete MAT 098 with at least a C- will not be allowed to take MAT 103. These students must retake MAT 098 and earn a C- to continue to MAT 103.

MAT 099 BASIC MATHEMATICS FOR COLLEGE

3 Credits

This course is designed as an introductory/ review math course. The student will be able to understand terminology and operate whole numbers, fractions, decimals, percents, ratios, and proportions. In addition, students will be able to solve equations using the order of operations. An introduction of integers is also included. This is a remedial course, and the credits from this course do not apply towards graduation. (Minimum grade of C- is required to move on in the Math sequence.) A Math Placement Test is required prior to enrolling in this course.

MAT 103 COLLEGE ALGEBRA

3 Credits

This course reviews and strengthens skills in algebra and logical thinking. The course will begin with a review of linear equations in one and two variables, inequalities and graphing. Additional topics include: literal equations, functions, polynomial, exponential, and rational expressions, factoring, radical expressions and quadratic equations, and absolute value equations. Real world applications will be found throughout the course. Students who have already passed MAT 102 cannot take this course.

**Pre-Requisite: MAT 101 - COLLEGE ALGEBRA Or
Pre-Requisite: MAT 098 - FUNDAMENTALS OF ALGEBRA -
Minimum GPA: 1.70 Or**

**Pre-Requisite: MAT 099 - BASIC MATHEMATICS FOR
COLLEGE - Minimum GPA: 1.70 Or**

Test Placement: Math Placement \geq 101

MAT 104 INTERMEDIATE COLLEGE ALGEBRA

3 Credits

This course reviews and strengthens skills in algebra and logical thinking. The course will begin with a review of linear equations in one and two variables, inequalities and graphing. Additional topics include: literal equations, functions, polynomial, exponential, and rational expressions, factoring, radical expressions and quadratic equations, and absolute value equations. Real world applications will be found throughout the course. Students who have already passed MAT 102 cannot take this course.

MAT 105 MATHEMATICS AND PERSONAL FINANCE

3 Credits

This course teaches the concepts, ideas and problem-solving skills associated with personal finance and consumerism. Topics covered include: basic operations and their pertinence to personal finance; percentages and their applications, including markups and markdowns; banking, commissions, payroll, and payroll deductions; interest and an introduction to stocks, bonds, and mutual funds; finance charges, credit scores, and loan amortization. Within these areas, algebraic equations and formulas will be used and developed to find solutions to these real-world topics.

**Pre-Requisite: MAT 101 - COLLEGE ALGEBRA Or
Pre-Requisite: MAT 102 - COLLEGE ALGEBRA II WITH
TRIGONOMETRY Or
Pre-Requisite: MAT 103 - COLLEGE ALGEBRA Or
Pre-Requisite: MAT 160 - PRE-CALCULUS**

MAT 160 PRE-CALCULUS

3 Credits

This course continues the study of algebra and covers topics such as complex numbers, linear systems, symmetry, inverses and graphical transformations and an in depth study of functions and their graphs, also including circles, parabolas and ellipses. Specific functions to be covered are linear, exponential, logarithmic, polynomial and rational functions. Trigonometry, right angles, the unit circle and trigonometric functions will also be discussed. If time permits, sequences and series will be studied. Applications and word problems will be found throughout the course.

**Pre-Requisite: MAT 102 - COLLEGE ALGEBRA II WITH
TRIGONOMETRY - Minimum GPA: 1.70 Or
Pre-Requisite: MAT 103 - COLLEGE ALGEBRA - Minimum GPA:
1.70**

MAT 200 STATISTICS

3 Credits

This course introduces students to general statistical methods used in collection, presentation, analysis, and interpretation of statistical data. Topics to be covered include frequency distributions, measures distributions, and the application of concepts in statistical methodology. An analysis of research design is also introduced.

**Pre-Requisite: MAT 101 - COLLEGE ALGEBRA Or
Pre-Requisite: MAT 102 - COLLEGE ALGEBRA II WITH
TRIGONOMETRY Or
Pre-Requisite: MAT 103 - COLLEGE ALGEBRA Or
Pre-Requisite: MAT 160 - PRE-CALCULUS Or
Test Placement: Math Placement \geq 160**

MAT 211 MATHEMATICS FOR MANAGEMENT

3 Credits

This course introduces students to the modeling approach in managerial decision-making. The development and creation of mathematical models, solving these models using both by-hand techniques and spreadsheet tools (Microsoft Excel), and interpreting solutions will be emphasized. Sensitivity analysis (Post-Optimality Analysis) will also be studied. This course will focus on linear models, but will also include an introduction to decision analysis and the application of probabilities in decision making.

**Pre-Requisite: MAT 200 - STATISTICS And
Pre-Requisite: ECO 101 - MICROECONOMICS Or
Test Placement: Math Placement \geq 160**



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MAT 230 CALCULUS

3 Credits

A one-semester class, introducing students to fundamental Calculus. The student will learn to graph basic toolkit functions and determine continuity and limits of said functions. Through the study of the tangent line of rates and change, the derivative will be introduced. Differentiation fundamentals such as power, multiplication, division, and chain rules will be studied. Applications of the derivative such as curve sketching through increase/decrease, concavity analysis, and extrema will be followed by related rate problems. The anti-derivative will be introduced as well as its application towards finding area between curves. To close out the term, the student will examine the derivative and the integral of trigonometric functions. MAT160 or Instructors Permission required to enroll in this course.

Pre-Requisite: MAT 160 - PRE-CALCULUS

MED 100 INTRODUCTION TO HEALTH CARE

3 Credits

This course is an overview of the concepts surrounding health care. Topics include the health care delivery industry, professionalism and communication in the health care setting, medical history and physical assessment, concepts related to health promotion and disease prevention, safety and infection control, first aid and CPR. This course will also expose the student to various employment opportunities and enable them to explore potential career paths in the healthcare industry.

MED 100L INTRO TO HEALTHCARE LAB

1 Credit

The laboratory component will allow students to perform general procedures taking patient history, vital signs and measurements, patient preparation and physical examination. Infection control procedures will be taught and reinforced throughout the course. A minimum grade of C is required

**Co-Requisite: MED 100 - INTRODUCTION TO HEALTH CARE And
Co-Requisite: BIO 201 - ANATOMY AND PHYSIOLOGY I**

MED 102 MEDICAL TERMINOLOGY

3 Credits

This course develops the knowledge of the elements of medical words and the skill to spell and pronounce them, leading to an ability to understand the language of medicine. Emphasis is placed on building medical words from Greek and Latin prefixes, word roots, and combining forms. Also covered is the understanding of the relationship between medical terms and their synonyms in lay usage and the clarification of the meaning of unfamiliar words by analysis of their components.

Test Placement: English Placement >= 101

MED 116 CLINICAL ASSISTING I

3 Credits

This course teaches the basic theory and technical skills to provide safe, technically proficient, and professional assistance to medical professionals and to assure the highest quality of health care to patients. Some of the areas covered in this course include: obtaining vital signs, height and weight; examination preparation and assistance for a wide variety of specialty examinations; development of patient care and education plans; sterilization; incubation; medical records documentation; history taking; therapeutic communication; sterile technique; patient positioning; and professionalism. Minimum grade of C required for Medical Assisting students to continue in the program sequence. This course must be taken with its laboratory component.

**Co-Requisite: MED 116L - CLINICAL ASSISTING I LAB And
Co-Requisite: BIO 201 - ANATOMY AND PHYSIOLOGY I**

MED 116L CLINICAL ASSISTING I LAB

1 Credit

Lab course designed to accompany MED 116 (Clinical Assisting I).

Co-Requisite: MED 116 - CLINICAL ASSISTING I

MED 150 MEDICAL OFFICE PROCEDURES

3 Credits

This course introduces the student to the role of the administrative medical assistant. Topics include general medical office procedures such as telephone etiquette, appointment scheduling, office maintenance, staff management, basic financial management, billing, current procedural terminology, international classification of diseases and filing of insurance claims. Students will be introduced to fundamentals of medical transcription, electronic health records and medical management software programs. Professionalism and communication skills are stressed throughout the course. A minimum grade of "C" is required for Medical Assisting students to continue in the program sequence. This course must be taken with its laboratory component.

**Pre-Requisite: CIS 102 - COMPUTER AND INFORMATION LITERACY And
Pre-Requisite: MED 102 - MEDICAL TERMINOLOGY And
Co-Requisite: MED 150L - MEDICAL OFFICE PROCEDURES LAB**

MED 150L MEDICAL OFFICE PROCEDURES LAB

1 Credit

Lab course designed to accompany MED 150 (Medical Office Procedures).

Co-Requisite: MED 150 - MEDICAL OFFICE PROCEDURES

MED 160 CODING AND BILLING

3 Credits

This course is designed to familiarize the student with standard billing and coding procedures necessary to ensure third party payment for services rendered in the medical office. The student will gain detailed knowledge of ICD-9 (International Classification of Diseases) and CPT (Current Procedural Terminology) codes, HCFA – 1500 (Health Care Finance Administration) forms, and legal collection procedures. The student will also gain familiarity with remuneration and provider relations policies of various types of insurance carriers including Health Maintenance, Organizations, Preferred Provider Organizations, Auto and Homeowner insurance companies, and Worker's Compensation, as well as federal programs such as Medicare and Medicaid (Mass Health).



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MED 201 CLINICAL PROCEDURES I

3 Credits

This course provides students with the theoretical knowledge and technical skills to perform various clinical procedures, documentation skills and guidelines necessary to assist a physician and a variety of health care providers. Students become familiar with diseases, clinical procedures, and treatments common to various medical specialties. The role of diagnostic imaging, rehabilitation and nutrition in health and disease will be discussed. This course has a laboratory component where students will learn how to assist in ambulatory minor surgical procedures, examinations and procedures in pediatrics, gerontology, OB-GYN, urology and specializations involving different body systems. A minimum grade of C is required.

Pre-Requisite: MED 100 - INTRODUCTION TO HEALTH CARE And

Pre-Requisite: BIO 201 - ANATOMY AND PHYSIOLOGY I And Co-Requisite: BIO 202 - ANATOMY AND PHYSIOLOGY II

MED 201L CLINICAL PROCEDURES 1 LAB

1 Credit

This laboratory course is designed to accompany MED201. A minimum grade of C is required.

MED 202 CLINICAL PROCEDURES II

3 Credits

This course is a continuation of Clinical Procedures I and will provide students a deeper understanding of advanced techniques of clinical assisting, diagnostic procedures, and treatments in various medical specialties. Students will be introduced to pharmacology and medication administration. The course will also focus on medical laboratory procedures where students will learn techniques and rationale behind these diagnostics. A minimum grade of C is required.

Pre-Requisite: MED 201 - CLINICAL PROCEDURES I

MED 202L CLINICAL PROCEDURES II LAB

1 Credit

This laboratory course is designed to accompany MED202. A minimum grade of C is required.

MED 210 PHARMACOLOGY

3 Credits

This course introduces students to basic pharmacological theory and practice as well as rudimentary legal concepts essential to a beginning in pharmacology. The course also covers a wide group of commonly prescribed medications that health professionals will encounter in practice. Areas of coverage for each medication are uses, side effects, contraindications, laboratory test interferences, interactions, patient implications, dosages and routes, and drugs in the group trade and generic name. Loading dose, therapeutic indexes, and drug levels are also covered. State and federal drug regulation and narcotic scheduling are included. Finally, dosage calculation and medication administration skills are reviewed. (Minimum grade of C- required for Medical Assisting students to move on in program sequence.)

Pre-Requisite: MAT 101 - COLLEGE ALGEBRA And Pre-Requisite: BIO 201 - ANATOMY AND PHYSIOLOGY I And Co-Requisite: BIO 202 - ANATOMY AND PHYSIOLOGY II

MED 217 CLINICAL ASSISTING II

3 Credits

This course is a continuation of Clinical Assisting I. In this course, students gain detailed knowledge of the procedures, documentation skills and guidelines necessary to assist a variety of health care providers. Students become familiar with various medical specialties, such as gastroenterology, orthopedics, pulmonary, ophthalmology, urinary, and cardiology. In addition, students gain greater understanding of the procedures, diseases, and treatments common to these specialties. Some of the topics and procedures to be covered include EKGs, visual acuity, audiometry, first aid, application of wound dressing, nutrition, instrument identification and preparation, body mechanics, range of motion, and allergy testing. Minimum grade of C required for Medical Assisting students to continue in the program sequence. This course must be taken with its laboratory component.

Pre-Requisite: MED 116 - CLINICAL ASSISTING I And Co-Requisite: MED 217L - CLINICAL ASSISTING II LAB And Co-Requisite: BIO 202 - ANATOMY AND PHYSIOLOGY II

MED 217L CLINICAL ASSISTING II LAB

1 Credit

Lab course designed to accompany MED 217 (Clinical Assisting II).

Co-Requisite: MED 217 - CLINICAL ASSISTING II

MED 218 CLINICAL ASSISTING III

3 Credits

This course provides students with the theoretical knowledge and technical skill to perform routine laboratory procedures that are likely to be done on-site in physician offices, clinics, and other health care facilities. Some of the tests and procedures covered include: orientation and maintenance of laboratory equipment; quality control principles; collecting, processing, and recording biological specimens such as blood, urine, throat, and stool; finger sticks; injection techniques; and performing routine urinalysis, phlebotomy, and basic emergency procedures. Students become CPR certified. Minimum grade of C required for Medical Assisting students to continue in the program sequence. This course must be taken with its laboratory component.

Pre-Requisite: MED 217 - CLINICAL ASSISTING II - Minimum GPA: 2.00 And Pre-Requisite: BIO 202 - ANATOMY AND PHYSIOLOGY II - Minimum GPA: 2.00 And Co-Requisite: MED 218L - CLINICAL ASSISTING III LAB

MED 218L CLINICAL ASSISTING III LAB

1 Credit

Lab course designed to accompany MED 218 (Clinical Assisting III).

Co-Requisite: MED 218 - CLINICAL ASSISTING III



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MED 225 MEDICAL ETHICS

3 Credits

This course exposes students to a wide variety of moral principles currently encountered in medicine today, as well as the ethical questions and controversies arising out of current medical practice. Some topics currently covered are applied human genetic counseling, human experimentation, in-vitro fertilization, surrogate parenting, abortion, euthanasia, medically treating special populations, legal rights of patients and health care providers, informed consent, rights of the handicapped, long-term care, Acquired Immune Deficiency Syndrome, and allocation of medical resources. Aside from personal beliefs, opinions and values, the course will also emphasize the professional behaviors, work ethics, sensitivity to patient diversity and appropriate conduct of medical professionals.

Pre-Requisite: ENG 102 - ENGLISH II

MED 299 INTERNSHIP AND SEMINAR

3 Credits

A 160-hour medical assisting internship is required of all Medical Assisting majors during their studies at Bay State College. A minimum grade of C is required.

Pre-Requisite: MED 150 - MEDICAL OFFICE PROCEDURES - Minimum GPA: 2.00 And

Pre-Requisite: MED 210 - PHARMACOLOGY - Minimum GPA: 2.00 And

Pre-Requisite: MED 218 - CLINICAL ASSISTING III - Minimum GPA: 2.00

MKT 203 MARKETING AND PUBLIC RELATIONS

3 Credits

Students will explore the basic concepts, principles, and activities involved in entertainment marketing. Students will formulate marketing strategies, analyze marketing opportunities, and plan a marketing program. Students will become familiar with the basic process of public relations and the use of communication strategies to achieve organizational goals. This course will also focus on organization, financing, and operating a start-up entertainment production company.

Pre-Requisite: ENT 101 - ENTERTAINMENT BUSINESS

MKT 207 ADVERTISING AND PROMOTION

3 Credits

This course, offering an analysis of highly successful local and national advertising campaigns, is coupled with identifying the characteristics of contemporary media. In this course, students develop creative concepts for the advertising of both products and services. Emphasis is placed on understanding the procedures and professionals involved in bringing concepts to reality.

MKT 210 PRINCIPLES OF MARKETING

3 Credits

Principles of Marketing exposes the student to the basic concepts, principles, and activities involved in marketing. Students study the role of marketing in businesses and non-profit organizations. Environmental, societal, demographic, and economic factors affecting marketing and the nature of marketing decisions are also explored. Students will learn how to formulate marketing strategies to analyze marketing opportunities and to develop a marketing program, emphasizing product, place, price, and promotion. Students will work in teams to select a product and develop a marketing plan for that product.

MKT 212 CONSUMER BEHAVIOR

3 Credits

In this course the student explores the demographic and psychographic factors pertaining to consumer behavior and motivation and how it relates to product development and marketing. Discussions concentrate on consumer research, geographic distribution, income, gender, education, leisure activities, family structure, lifestyle, attitude, reference groups, and consumerism as influences.

MKT 321 NEW PRODUCT DEVELOPMENT

3 Credits

New Product Development analyzes the process of innovation in firms, focusing on the conceptualization, creation, testing, production, marketing and distribution of new or modified products or services. Through the use of case studies, "deep-dive" exercises and guest lectures from entrepreneurs, students will gain insight into all aspects of new product development practice, culminating in a Group Product Proposal and Presentation.

Pre-Requisite: MKT 210 - PRINCIPLES OF MARKETING

MKT 323 SALES PRINCIPLES AND LEADERSHIP

3 Credits

This course will center on the strategic role of sales and broader marketing principles within the organization. The course will also explore the management of sales functions in diverse organizations. In addition to mastering the principles and techniques of various aspects of sales, students will be expected to understand the role of factors as diverse as technology and e-commerce, CRM strategies and cost analyses in the selling process.

Pre-Requisite: MKT 210 - PRINCIPLES OF MARKETING

MKT 325 INTERNET MARKETING

3 Credits

Internet Marketing explores the challenges and opportunities presented by the Internet in all phases of marketing, including promotion, customer and supplier interfaces, customer relationship management and market research. The course covers issues of search engine optimization, analytics and data mining and user interface design. Students will design a comprehensive web-based marketing strategy for an existing or proposed entity.

Pre-Requisite: MKT 210 - PRINCIPLES OF MARKETING

MKT 422 INTERNATIONAL MARKETING

3 Credits

This course deals with the relevance of international marketing. The course starts with the culture of international marketing and the need for understanding of globalization. The thrust of the course is a small to medium sized company and how to set up, understand customer values, delivering value and financing of exports.

Pre-Requisite: MKT 210 - PRINCIPLES OF MARKETING



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MKT 425 **MARKETING RESEARCH**

3 Credits

This course focuses on and examines the critical need for customer and market information and the tools and methods available to collect and analyze that information. Topics include identification of information needs, market and consumer analysis, methodology for collection of information, and analysis of data relative to marketing issues. Reviews data and key marketing concepts to help students learn more about marketing tools and uses. Use of the Internet will also help demonstrate how to gather market research data more quickly and efficiently.

**Pre-Requisite: MKT 210 - PRINCIPLES OF MARKETING And
Pre-Requisite: MAT 200 - STATISTICS**

MKT 459 **MARKETING STRATEGY**

3 Credits

Marketing Strategy is designed to aid students in understanding the process of research, competitor analysis and long-range planning in the marketing field. Students will gain expertise in identifying and exploiting opportunities for growth and entrance into new or underserved markets. As a capstone project, students will develop a comprehensive marketing plan and strategy for a product or service.

**Pre-Requisite: MKT 210 - PRINCIPLES OF MARKETING And
Pre-Requisite: FIN 201 - FINANCE**

MUS 101 **FUNDAMENTALS OF MUSIC**

3 Credits

Students will develop critical listening skills for the analysis of contemporary music recordings by exploring the conventions of basic music theory and the historical and social context of music. Song forms, time signatures, lyrical content, scales, harmony and other topics are covered through classroom lecture, demonstration, and audio examples.

Co-Requisite: ENG 101 - ENGLISH I

MUS 102 **AMERICAN MUSIC IN THE 20TH CENTURY**

3 Credits

This course is an introductory study of the diverse musical traditions that are part of the American experience. This course surveys American music beginning in the early 20th century with blues, gospel, and American folk music, and progresses through ragtime, jazz, rock, and hip-hop. Indigenous and immigrant music styles will also be explored.

Co-Requisite: ENG 101 - ENGLISH I

NUR 100 **INTRO TO QUALITY, SAFETY AND PROF IN NURSING**

3 Credits

This course focuses on the foundations of Nursing professionalism and practice including the evolution of the nursing profession. Key concepts are presented in chronological order and include theoretical models of nursing care, critical thinking and nursing process. Current practice is presented within the framework of Quality and Safety Education for Nurses (QSEN). Students will examine the core competencies and will work in groups to develop beginner strategies that will contribute to the goals of successful program completion and licensure.

**Co-Requisite: BIO 201 - ANATOMY AND PHYSIOLOGY I And
Co-Requisite: ENG 102 - ENGLISH II And
Co-Requisite: PSY 101 - PSYCHOLOGY And
Co-Requisite: MAT 200 - STATISTICS**

NUR 101 **FUNDAMENTALS OF NURSING**

7 Credits

Using the quality and safety in education model, this course builds on a foundational understanding of professional nursing by introducing students to elementary cognitive and psychomotor nursing skills required to provide basic care to the adult and geriatric populations. In addition to classroom theory, clinical and laboratory content, students will be required to complete 90 hours of clinical work in adult medical/clinical settings. Each component must pass with a C or greater to satisfy the Nursing program requirements.

**Pre-Requisite: MAT 200 - STATISTICS And
Pre-Requisite: PSY 101 - PSYCHOLOGY And
Pre-Requisite: BIO 201 - ANATOMY AND PHYSIOLOGY I And
Pre-Requisite: NUR 100 - INTRO TO QUALITY, SAFETY AND
PROF IN NURSING And
Co-Requisite: BIO 202 - ANATOMY AND PHYSIOLOGY II And
Co-Requisite: ENG 102 - ENGLISH II And
Co-Requisite: PSY 207 - HUMAN LIFESPAN DEVELOPMENT**

NUR 110 **PHARMACOLOGY FOR NURSES**

3 Credits

Theory/Lab (each component must have a C or better to pass this course): This course introduces students to the role and responsibilities of Registered Nurse relating to medication in clinical settings. Areas of focus include pharmacokinetics and pharmacodynamics through investigation of drug classifications, applications and implications to adult, elderly, maternity, pediatric and mental health patients from various ethnic backgrounds. Students will build on previous knowledge of QSEN, (Quality and Safety Educations for Nurses), core competencies as they integrate concepts of patient centered-care, teamwork and collaboration, evidence-based practice, quality improvement safety and informatics into the care and management of patients receiving pharmaco-therapeutic agents.

**Pre-Requisite: NUR 101 - FUNDAMENTALS OF NURSING And
Pre-Requisite: PSY 207 - HUMAN LIFESPAN DEVELOPMENT
And
Pre-Requisite: ENG 102 - ENGLISH II And
Pre-Requisite: BIO 202 - ANATOMY AND PHYSIOLOGY II And
Co-Requisite: NUR 200 - MATERNITY, CHILDHOOD AND
PEDIATRIC NURSING**

NUR 200 **MATERNITY, CHILDHOOD AND PEDIATRIC NURSING**

7 Credits

Theory/Clinical/Lab (each component must have a C or better to pass this course): This course builds on the content of previous required courses. It focuses on the delivery of quality, safe, care to the maternity and pediatric population in a variety of settings. Students will be guided on a journey from maintenance of wellness, through complications and appropriate interventions. The common conditions of childhood will be addresses together with contraception, conception, and care of prenatal, intrapartal, and postpartum patients. During the clinical experiences students will have the opportunity to apply their learning in a variety of practice settings covering both inpatient and community nursing care. Instructors will provide appropriate guidance and support, steering the students towards success.

**Pre-Requisite: BIO 202 - ANATOMY AND PHYSIOLOGY II And
Pre-Requisite: ENG 102 - ENGLISH II And
Pre-Requisite: PSY 207 - HUMAN LIFESPAN DEVELOPMENT
And
Pre-Requisite: NUR 101 - FUNDAMENTALS OF NURSING And
Co-Requisite: NUR 110 - PHARMACOLOGY FOR NURSES**



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NUR 210 MEDICAL SURGICAL NURSING I

7 Credits

Theory/Clinical/Lab (each component must have a C or better to pass this course): This course will focus on understanding applying theory within the Nursing Role, Communication principles, Evidence-Based Practice and Patient Centered Care concepts for common chronic and acute pathophysiologies to expand Nursing Knowledge for adult and older adult/geriatric medical surgical patients. Content builds upon previous nursing and non-nursing course concepts. Material is based on the complexity of relationships between the patient, healthcare needs condition(s), diagnostic tests, nursing and medical interventions, medications and the uniqueness of the concept of wellness in the individual. Students will continue to build upon previous knowledge, skills and experiences in the areas of health promotion, emotional supports and patient teaching. Experiential learning in the simulation/nursing skills laboratory setting ensures that all students participate in common medical surgical patient care scenarios. New nursing skills appropriate to the medical surgical setting will be introduced in the laboratory setting. Practicum: With appropriate supervision and support students will apply their learning to adult and older adult/geriatric patients in medical surgical clinical settings. Students will provide care to meet the complex nursing needs of each assigned patient. Students will apply increasing levels of knowledge, skills, critical thinking and principles of personal organization and prioritization.

Pre-Requisite: NUR 110 - PHARMACOLOGY FOR NURSES

NUR 215 MENTAL HEALTH NURSING

5 Credits

Theory/Clinical (each component must have a C or better to pass this course): This course focuses on mental health nursing care for the adult and elder population. Major DSM IV diagnoses will be studied together with current treatments and therapies to expand nursing knowledge through a broader understanding of nursing role, principles of therapeutic communication, applications of evidence-based practice and patient centered care concept for this population. The mental health practicum will take place in inpatient and outpatient settings and will focus on hope and recovery (psychosocial rehabilitation.) Students will work with therapeutic and/or support groups.

Pre-Requisite: NUR 110 - PHARMACOLOGY FOR NURSES

NUR 217 NURSING TRENDS

2 Credits

This capstone course combines nursing leadership and management with politics, policies and professionalism. Students will explore current nursing trends, ethical and professional issues from the perspective of the history of the profession and the provision of quality healthcare. Job search, applications and interviewing will be the subject of group activities.

**Pre-Requisite: NUR 210 - MEDICAL SURGICAL NURSING I And
Pre-Requisite: NUR 215 - MENTAL HEALTH NURSING**

NUR 220 MEDICAL SURGICAL NURSING II

7 Credits

Theory/Clinical/Lab (each component must have a C or better to pass this course): This final medical surgical nursing course will focus on understanding and applying theory within the Nursing Role, Communication principles, Evidence-Based Practice and Patient Centered Care concepts to complex pathophysiology to expand Nursing Knowledge in the provision of safe nursing care to adult and elderly patients with multiple chronic and/or acute conditions. Content build upon previous nursing and non-nursing course concepts. Focus is on multifaceted needs, participation in the interdisciplinary healthcare team and organization and prioritization. Experiential learning takes place in the simulation/nursing skills laboratory setting and is designed to ensure practice opportunities that may not be available to every students in the clinical setting. Practicum: This clinical component seeks to prepare the student for transition into the beginner Registered Nurse role in both inpatient and community settings. The student will be expected to demonstrate readiness for licensure.

**Pre-Requisite: NUR 210 - MEDICAL SURGICAL NURSING I And
Pre-Requisite: BIO 203 - GENERAL MICROBIOLOGY**

NUR 300 NURSE OF THE FUTURE

3 Credits

This course explores the contemporary health care delivery system, professional nursing practice and IOM Nurse of the Future concepts. Students will integrate knowledge from Clinical Practice and previous education to explore health care system quality and safety, evidenced-based practice, technology, informatics. In addition, the nurses role in healthcare reform, leadership, collaborative practice, and ongoing professional education advancement will be explored. This course examines the relationships between quality of care, cost of care, and safety as well as the regulatory effects on patient care and cost. Students will develop skills to address relevant issues within today's health care delivery system. Healthcare informatics is explored and the effects of nursing informatics on effective communication and safety will be analyzed.

NUR 315 ADVANCED HEALTH AND PHYSICAL ASSESSMENT

3 Credits

The focus of this course is advanced nursing health assessment, health promotion, health prevention, disease management with emphasis on adult patients. The students will advance their assessment techniques, develop, practice, and learn interviewing skills, health history-taking methods, physical and psychosocial examination skills, and health promotion techniques. Critical thinking skills and communication principle will be exercised as the student uses QSEN, Nurse of the Future, systems theory, and nursing process to gather biological, psychological, spiritual, and cultural data upon which therapeutic nursing intervention can be planned. Knowledge of the sciences and liberal arts will form the basis for the effective collection and analysis of client information. Focus will be placed on integration of knowledge and skills to provide recommendations for cost effective and efficient Health Care interventions. Also, a focus will be placed on nursing accountability and responsibility as the student applies nursing theory within various health care settings, which will serve to maintain, restore, or reorganize health or to support death with dignity. The topic of delegation in relation to health assessment will be discussed. Computer informatics will be used as a source of current information concerning health assessments as a medium for documentation.

Pre-Requisite: NUR 300 - NURSE OF THE FUTURE



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NUR 320 NURSING CARE OF OLDER ADULTS

3 Credits

This course explores the contemporary health care delivery system, professional nursing practice and IOM Nurse of the Future concepts. Students will integrate knowledge from Clinical Practice and previous education to explore health care system quality and safety, evidenced-based practice, technology, informatics. In addition, the nurses role in healthcare reform, leadership, collaborative practice, and ongoing professional education advancement will be explored. This course examines the relationships between quality of care, cost of care, and safety as well as the regulatory effects on patient care and cost. Students will develop skills to address relevant issues within today's health care delivery system. Healthcare informatics is explored and the effects of nursing informatics on effective communication and safety will be analyzed.

Pre-Requisite: NUR 315 - ADVANCED HEALTH AND PHYSICAL ASSESSMENT

NUR 325 COMMUNITY/FAMILY NURSING

3 Credits

This course will provide the student with a broad introduction to community health nursing and the role of the nurse within this context. Using an evidenced based framework, students will explore epidemiology; health promotion and disease prevention for individual patients/families and groups. Principles of individual and family case management, community assessment, and intervention; environmental hazards; and factors influencing the delivery of and access to community health services will be discussed. The health care needs of at-risk populations will be examined. Identification of community resources will be explored. This course includes a practicum learning experience that includes student assignment with a community health nurse, a client/family assessment, and a windshield survey in a neighborhood frequented by the student nurse.

Pre-Requisite: NUR 320 - NURSING CARE OF OLDER ADULTS

NUR 420 NURSING RESEARCH/INFORMATICS

3 Credits

This course focuses on the resources, devices, and methods required to optimize the acquisition, storage, retrieval and use of health care information and research in the nursing profession. Critical analysis and complex problem solving will be used to understand and improve the application of informatics and research in nursing clinical practice, leadership and management. Concepts and terminology of informatics and research methodology are explored. The interdependence of informatics, patient care, outcomes, leadership and management will be explored and analyzed. Ethical and regulatory dimensions will be examined. Students are given the opportunity to interpret, apply and evaluate nursing research and demonstrate use of informatics during this process. Strategies to utilize research and informatics to enhance evidence based best practice, leadership, and management are explored and applied.

NUR 480 NURSING LEADERSHIP AND POLITICS

3 Credits

This course is designed to provide knowledge and skills needed for implementation of Nursing leadership and management roles within health care. Units of content focus on changes in the health care delivery system, leadership, organization theories, and management theories, effective interpersonal skills for leadership, organizational structures and climates, emerging models of care delivery, planned change, information management, financial management, outcomes measurement, and performance evaluation. The nurse leader will analyze political implications in the development of policies and procedures. The student will draw experience from the local, regional, and/or national political nursing forums to develop understanding of the impact of politics on nursing practice.

NUR 490 CAPSTONE

3 Credits

As a culminating experience, the student will focus on synthesis and integration of concepts of nursing knowledge relevant to their scope of practice and leadership and management skills. Students will synthesize and apply acquired knowledge from the Nursing Program. The focus of the course will be the development of a Quality Improvement Project, which the student identified during clinical courses (NUR 320 or 325). The student will write a scholarly paper, with faculty guidance, which includes analysis, evidence-based best practice, and potential solutions.

Pre-Requisite: NUR 420 - NURSING RESEARCH/INFORMATICS

OSO 101 ONLINE STUDENT ORIENTATION

0 Credits

[Official description for this course is forthcoming.]

PHI 100 INTRODUCTION TO PHILOSOPHY

3 Credits

The aim of this course is to introduce the student to some of the central problems discussed by prominent philosophers of the ancient and more recent past, to critically examine fundamental beliefs and concepts, and to develop in the student an interest and ability in thinking philosophically, expressing such thought clearly, comprehending philosophical works and positions, and reasoning intelligently about pivotal questions. A student must have a minimum English standing of ENG 101 to enroll in this course.

PHI 201 INTRODUCTION TO ETHICS

3 Credits

In our everyday life, ethical questions arise that require us to determine what is right and how we should respond or act. At a deeper level, philosophy has attempted to answer questions about the essential nature of moral rightness or moral wrongness. This course will introduce students to this area of inquiry and influential answers provided by well known philosophers. Additionally, students will examine a pluralistic approach to moral theory and how it might be applied to concrete areas of debate including bioethics, just wars and the environment.

Pre-Requisite: ENG 102 - ENGLISH II



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POL 101 POLITICAL SCIENCE:U.S. GOVERNMENT**3 Credits**

This course will introduce students to the fundamental institutions, concepts and workings of the United States government and the American political process. Students will become familiar with the structure and complexities of the political system as well as an understanding of the major political principles, concepts, themes and the relationship between public interests and attitudes and the actions taken by their representative. This course is designed to stimulate the student's interest in, discussion of and participation in the American political system. A student must have a minimum English standing of ENG 101 to enroll in this course.

POL 102 POLITICAL SCIENCE: INTRO TO PUBLIC POLICY**3 Credits**

This course will introduce students to the political process and the institutions involved in the creation of public policy. Through the examination of case studies and contemporary issues, the course will examine topics such as health care, education, the environment, crime and issues surrounding scientific and technological advancements. This course is designed to stimulate the student's interest in current issues as well as develop critical thinking skills toward public issues and the creation of solutions for them. It also aims to provide a fundamental understanding of American policy making, the process and the people involved, in order to encourage students to become active citizens in the political system. A student must have a minimum English standing of ENG 101 to enroll in this course.

POL 201 GREAT COURT CASES OF THE 20TH CENTURY (Honors)**3 Credits**

The Honors Course is an elective course that is open to students who have completed a minimum of 12 college credits with a cumulative GPA of 3.4 on a 4.0 scale. The theme of the Honors Course rotates from year to year among the humanities and social sciences. The course emphasizes critical thinking skills, reading, writing, and the use of primary source materials. In this course, students will explore notable criminal and civil cases of the twentieth century. Some of the cases covered will include Sacco and Vanzetti, Leopold and Loeb, O.J. Simpson, The Scopes Monkey Trial, Brown v. Board of Education, Rodney King, The Chicago Seven, and the Nuremberg Trials. Cases will be studied in light of their historical, sociological, psychological, and political significance.

Minimum Credits Required:12.00

PSY 100 PSYCHOLOGY OF SUCCESS**3 Credits**

This course provides an overview of the theories of personality development, the stages of development theories, key researchers in personality psychology, and main influences of personality development. Students will examine basic personality traits, including values, beliefs, and nature versus nurture. Students will have an opportunity to experientially explore each approach through various opportunities such as: personality assessment on themselves, interactive discussions, and group exercises. Students will learn about their own personality and how they can use that information as it pertains to their personal learning style and career choices. This course is specifically designed for first year college students. This course provides students with the tools necessary to help understand who they are, what their learning style means in their academic path, and which direction their life should take. Students will also explore and learn to use methods that will help them have a successful academic experience.

PSY 101 PSYCHOLOGY**3 Credits**

This course provides an introductory survey to the discipline of psychology—the study of human behavior. Emphasis is placed on the following topics: understanding the major theoretical viewpoints of psychology; the process of human growth and development—biological, emotional, intellectual, and social; personality development; and patterns of normal and abnormal behavior. A student must have a minimum English standing of ENG 101 to enroll in this course.

PSY 110 PSYCHOLOGY OF ALZHEIMER'S CAREGIVING**3 Credits**

This course examines ways of better understanding and caregiving for persons with Alzheimer's or related symptoms. Changes in the actual structure of the brain, and concurrent loss of brain functions, are very difficult for patient, family and significant others, as well as for caregivers, whether professional nursing staff or concerned family members. This course will convey a solid understanding of the biological reasons for profound behavior changes which greatly affect family members due to the progressive loss of functions their loved one experiences. Teaching approaches will include lectures, guest speakers, small group discussions (3-4 students to a group), videos, role-playing and simulations of caregiving situations.

PSY 201 ABNORMAL PSYCHOLOGY**3 Credits**

This course provides an in-depth study of the wide range of ways in which personality and behavior may become disordered. Selected clinical syndromes are reviewed, including neuroses/anxiety disorders, character or personality disorders, schizophrenia, and clinical depressive disorders. Selected therapeutic issues and evidence and theories concerning treatment alternatives are studied.

Pre-Requisite: PSY 101 - PSYCHOLOGY

PSY 203 GROWTH AND DEVELOPMENT**3 Credits**

This course provides a detailed review of child and adolescent development from conception through puberty. Special emphasis is placed on understanding normal development milestones; physical, psychological, social, cognitive, and emotional growth; common handicapping conditions, both physical and psychological; and factors influencing development.

Pre-Requisite: PSY 101 - PSYCHOLOGY

PSY 205 ADDICTION AND SOCIETY**3 Credits**

This course focuses on the study of how a variety of substances in society may lead to the development of addictive behavior in men and women. The addictive process and current theories are investigated, including principles of individual differences, behavior consistence, and the influence of biological and sociocultural variables upon substance-using behavior. A variety of addictions are reviewed, including, but not limited to, alcohol, illicit drugs, gambling, eating, and smoking.

Pre-Requisite: PSY 101 - PSYCHOLOGY



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PSY 207 HUMAN LIFESPAN DEVELOPMENT**3 Credits**

This course provides a detailed review of child, adolescent, and adult development from conception to death. The following objectives are emphasized: (1) normal development milestones; (2) physical, cognitive, emotional, and social development; (3) common disabling conditions across the lifespan; and (4) factors influencing development such as cultural norms, family structure, education, socioeconomic status, wellness, geographical and housing location, and social/institutional structures. Special attention is given to sensory, perceptual, and motor development as the foundations for mature cognition, social skills, and emotional attachments.

Pre-Requisite: PSY 101 - PSYCHOLOGY

PSY 240 PSYCHOLOGY OF FASHION**3 Credits**

The Psychology of Fashion examines the importance of dress and its influence on human behavior. Topics include the cultural, social, psychological, economic, and aesthetic impacts of clothing to today's society. Concepts and theories from social psychology will be used to study how dress reflects self-concept, establishes social identities, and affects interpersonal encounters.

PSY 301 MEDIA PSYCHOLOGY**3 Credits**

This course examines the effects of the media (Radio, Television, movies, Internet, social interaction media such as facebook and twitter, blogs, texting, Newspapers...) on society today. The course discusses these effects on children, relationships, mental and physical health and general societal behavior. It will also examine women, minorities and elderly presentations in the media. Students will learn about various psychological theories that explain how we relate to and are influenced by media. The course will discuss also topics related to how fashion, mental and physical health, violence, crime investigation and the judicial system are presented in the media and the consequences of these presentations. Students will also learn about the utilizations of psychology in advertising, fashion and movies.

Pre-Requisite: PSY 101 - PSYCHOLOGY And

Pre-Requisite: ENG 102 - ENGLISH II

PSY 302 PSYCHOLOGY OF HEALTH AND STRESS**3 Credits**

This course focuses on the psychological processes that affect health with a focus on stress and stress management. Students will learn about psychological analysis of health promoting and risk behaviors and psychobiological, cognitive, behavioral, social and cultural perspective on stress. They will learn various psychological and behavioral skills for stress management. Students will also learn about behavioral modification of risk behaviors, behavioral medicine and biofeedback.

Pre-Requisite: ENG 102 - ENGLISH II And

Pre-Requisite: PSY 101 - PSYCHOLOGY

PTA 101 INTRODUCTION TO PHYSICAL THERAPY**3 Credits**

This course introduces students to the history of physical therapy and its role in the health care system. Students are introduced to the physical therapy delivery system as well as discuss issues of insurance reimbursements, health care management, and professional ethics. Basic physical therapy skills such as communicating with patients, body mechanics, bed mobility and positioning, transfer training, basic gait training, and range of motion exercises are covered in lecture and lab sessions. Students are introduced to the basics of physical therapy documentation. This course includes a 3 hour lab.

PTA 101L INTRODUCTION TO PHYSICAL THERAPY LAB**1 Credit**

3 hour lab designed to accompany PTA 101 course.

PTA 104 PTA SEMINAR I**1 Credit**

This seminar assists the PTA student in applying didactic knowledge presented in the first semester of the PTA program to the practice of physical therapy utilizing current models of health care practice. A problem-based learning approach will be used to guide the student in developing critical thinking skills to synthesize information from anatomy and physiology, pathology and the introduction to physical therapy courses. Students will identify areas of academic and professional need, develop, implement and assess their plan to meet those needs. All PTA first semester students are required to take this seminar course.

PTA 121 PT ASSESSMENT AND MEASUREMENT**3 Credits**

Students gain an understanding of the PT and PTA roles in patient assessment and its importance in guiding the provision of quality, cost-effective care. Students learn to assess the following: segmental length, girth and volume, vital signs, edema, skin condition, joint range (goniometry), sensation, reflexes, balance, posture, and pain. Assessment of home and work environments is also introduced. In addition, students gain further training and experience in documentation and prepare for the first clinical affiliation. This course includes a 3 hour lab.

Pre-Requisite: PTA 101 - INTRODUCTION TO PHYSICAL THERAPY And

Pre-Requisite: PTA 122 - CLINICAL PATHOLOGIES And

Pre-Requisite: BIO 201 - ANATOMY AND PHYSIOLOGY I - Minimum GPA: 2.00 And

Pre-Requisite: PTA 104 - PTA SEMINAR I

PTA 121L PT ASSESSMENT LAB**1 Credit**

3 hour lab designed to accompany PTA 121 course.



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PTA 122 CLINICAL PATHOLOGIES

3 Credits

This course introduces students to broad categories of diseases, disorders and injuries within the framework of the Guide to Physical Therapy Practice and the WHO Classification of functioning, disability and health. Students learn about disease processes and understand components of neuromuscular, musculoskeletal, integumentary, cardiopulmonary, immunological, and general medical pathologies through the lifespan. Consideration of culture, gender and age is discussed.

PTA 123 KINESIOLOGY

3 Credits

This course reviews anatomy of the extremities and spine with emphasis on muscle and nerve distributions. The course is designed to teach students joint and muscle function as they apply to human movement and musculoskeletal function. Kinesiology utilizes principles of mechanics, musculoskeletal physiology, and neuromuscular physiology. Students learn manual muscle testing as part of this course. This course includes a 3 hour lab.

**Pre-Requisite: PTA 104 - PTA SEMINAR I And
Pre-Requisite: BIO 201 - ANATOMY AND PHYSIOLOGY I -
Minimum GPA: 2.00 And
Pre-Requisite: PTA 122 - CLINICAL PATHOLOGIES And
Pre-Requisite: PTA 101 - INTRODUCTION TO PHYSICAL
THERAPY**

PTA 123L KINESIOLOGY LAB

1 Credit

3 hour lab designed to accompany PTA 123 course.

PTA 124 PTA SEMINAR II

1 Credit

This seminar assists the PTA student in applying didactic knowledge presented in the second semester of the PTA program to the practice of physical therapy utilizing current models of health care practice. A problem-based learning approach will be used to guide the student in developing critical thinking skills to synthesize information from anatomy and physiology, Kinesiology, PT Assessment and Measurement and Soft Tissues Techniques and Modalities courses. Students will identify areas of academic and professional need, develop, implement and assess their plan to meet those needs. All PTA second semester students are required to take this seminar course.

**Pre-Requisite: PTA 104 - PTA SEMINAR I And
Pre-Requisite: BIO 201 - ANATOMY AND PHYSIOLOGY I -
Minimum GPA: 2.00 And
Pre-Requisite: PTA 122 - CLINICAL PATHOLOGIES And
Pre-Requisite: PTA 101 - INTRODUCTION TO PHYSICAL
THERAPY**

PTA 130 CLINICAL EDUCATION I

4 Credits

This is the first of three six-week clinical affiliations required in the program. The Academic Coordinators of Clinical Education schedule students for a clinical experience location and time frame. The time frames for Clinical Education I normally occur anytime during the summer months. Students are given the opportunity to apply skills and knowledge learned in the first two semesters of class and lab to a clinical setting. Students begin treating patients under appropriate clinical supervision.

**Pre-Requisite: PTA 123 - KINESIOLOGY And
Pre-Requisite: PTA 212 - SOFT TISSUE TECHNIQUES AND
MODALITIES And
Pre-Requisite: PTA 121 - PT ASSESSMENT AND
MEASUREMENT And
Pre-Requisite: PTA 122 - CLINICAL PATHOLOGIES And
Pre-Requisite: BIO 202 - ANATOMY AND PHYSIOLOGY II -
Minimum GPA: 2.00 And
Pre-Requisite: PTA 124 - PTA SEMINAR II**

PTA 212 SOFT TISSUE TECHNIQUES AND MODALITIES

3 Credits

Students learn soft tissue techniques such as massage and basic myofascial release. Wound and burn care concepts are explored. The course also covers the indications, contradictions, and application of modalities including ultrasound, electrical stimulation, thermal agents, traction, biofeedback, and hydrotherapy. Students gain skills in documentation related to the course content area. This course includes a 3 hour lab.

PTA 212L SOFT TISSUE TECHNIQUES AND MODALITIES LAB

1 Credit

3 hour lab designed to accompany PTA 212 course.

PTA 213 MUSCULOSKELETAL PT INTERVENTION

3 Credits

This course covers the physical therapy treatment of musculoskeletal conditions. Students learn the principles of therapeutic exercise. Emphasis is placed on the integration of exercise regimes into patient care plans for a variety of patient populations, including geriatric and pediatric. Students also learn about different treatment strategies, such as group or tandem treatments. Concepts of orthotic and prosthetics use are explored in relationship to the patient with orthopedic, musculoskeletal conditions and lower extremity amputations. Documentation skills related to the course content area are included. This course includes a 2.5-hour lab. Unless otherwise approved by Department Chair, PTA 215, PTA 216 and PTA 217 (and associated labs) should be enrolled concurrently with PTA 213.

Pre-Requisite: PTA 130 - CLINICAL EDUCATION I

PTA 213L MUSCULOSKELETAL PT INTERVENTION LAB

1 Credit

2.5 hour lab designed to accompany PTA 213.



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PTA 215 **CARDIOPULMONARY PT INTERVENTION**

2 Credits

This course covers physical therapy assessment and treatment of cardiac, vascular and pulmonary conditions. Students learn theories of clinical assessment and management and the major therapeutic strategies and skills used in the treatment of patients with cardiopulmonary conditions. Students also learn documentation skills related to the course content area. This course includes a 2 hour lab. Unless otherwise approved by Department Chair, PTA 213, PTA 216 and PTA 217 (and associated labs) should be enrolled concurrently with PTA 215.

Pre-Requisite: PTA 130 - CLINICAL EDUCATION I

PTA 215L **CARDIOPULMONARY PT INTERVENTION LAB**

1 Credit

2 hour lab designed to accompany PTA 215.

PTA 216 **NEUROMUSCULAR PT INTERVENTION**

3 Credits

This course covers physical therapy treatment of neuromuscular conditions across the lifespan. Students learn theories of motor control and the major therapeutic strategies and skills used in the assessment and treatment of patients with neuromuscular conditions. Basic pediatric neurological/development treatment techniques are also covered. Students learn appropriate intervention techniques for all age populations. Students also learn documentation skills related to the course content area. This course includes a 3 hour lab. Unless otherwise approved by Department Chair, PTA 213, PTA 215 and PTA 217 (and associated labs) should be enrolled concurrently with PTA 216.

Pre-Requisite: PTA 130 - CLINICAL EDUCATION I

PTA 216L **NEUROMUSCULAR PT INTERVENTION LAB**

1 Credit

3 hour lab designed to accompany PTA 216.

PTA 217 **SENIOR SEMINAR I**

1 Credit

This course is designed to assist students in understanding the connection between the physical therapy interventions taught in each of the PT practice pattern courses. Students will assimilate information from each of their courses through case studies and the review of evidenced based practice. Students will have the opportunities to practice and refine practical application techniques while exploring the rationale for chosen techniques. Unless otherwise approved by Department Chair, PTA 213, PTA 215 and PTA 216 (and associated labs) should be enrolled concurrently with PTA 217.

Pre-Requisite: PTA 130 - CLINICAL EDUCATION I

PTA 221 **SENIOR SEMINAR II**

4 Credits

This course is divided into three units: (1) Physical Therapy Management for Special Patient Populations: Students learn to integrate and adapt the knowledge and skills gained in previous coursework to the treatment of some special patient populations. This unit covers topics of special interest to the students including, but not limited to, women's health issues, wheelchair and seating fitting, geriatric, orthotic and prosthetic fitting. (2) Comprehensive Physical Therapy Management: This unit challenges students to apply evidenced-based practice, problem-solving and analytical thinking to answer questions and develop solutions to problems relating to specific patient scenarios. It requires students to integrate learning experiences from the entire curriculum and helps prepare them for Clinical Education II and III. (3) Professional Preparation: This unit assists students to prepare to enter the profession of physical therapy. The unit is taught jointly with the Career Service Department. Topics include resume and cover letter writing, interview skills, preparing professional presentations, licensure requirements, and a review of the legal aspects of physical therapy delivery. This course is compressed into the four weeks before the students begin their final two clinical education experiences.

PTA 240 **CLINICAL EDUCATION II**

4 Credits

Students enter the second clinical affiliation with all academic coursework completed. This experience provides them with the opportunity for additional experiential learning. Students apply and hone their new skills and knowledge in a clinical setting under appropriate supervision. By the end of this affiliation, students demonstrate entry-level skills in multiple areas but may still require some supervision and hands-on teaching.

**Pre-Requisite: PTA 213 - MUSCULOSKELETAL PT INTERVENTION And
Pre-Requisite: PTA 130 - CLINICAL EDUCATION I And
Pre-Requisite: PTA 215 - CARDIOPULMONARY PT INTERVENTION And
Pre-Requisite: PTA 216 - NEUROMUSCULAR PT INTERVENTION And
Pre-Requisite: PTA 217 - SENIOR SEMINAR I**

PTA 250 **CLINICAL EDUCATION III**

4 Credits

Students enter the third clinical affiliation with entrylevel skills in the majority of categories. The purpose of the final clinical affiliation is to (1) ensure the achievement of entry-level skills, (2) ensure the safety of student interactions and activities while in the clinic, and (3) ensure that students maintain a professional manner and demeanor in all clinical situations. As in previous clinical education courses, the student is provided with appropriate clinical supervision. By the end of this affiliation the student demonstrates full readiness to enter the profession of physical therapy.

Pre-Requisite: PTA 240 - CLINICAL EDUCATION II

RBM 299 **INTERNSHIP**

2 Credits

This internship experience is especially for students pursuing a degree in Retail Business Management. This course builds on both class work and prior work experiences and focuses on specific Retail Business disciplines such as retail management, operations, advertising and promotion, and human resources.



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REL 200 WORLD RELIGIONS

3 Credits

This course will introduce students to the teachings and traditions of the world's major religions. Our modern world is home to an incredible diversity of religions, all of which have a profound influence on the way people live as well as how they make meaning of their life. Students will explore the fundamental wisdoms of the major religions and what they might suggest about the current condition and future direction of our modern world.

Pre-Requisite: ENG 102 - ENGLISH II

RMB 299S INTERNSHIP SEMINAR

1 Credit

This course prepares students for the process of securing internships in the Retail Business Management industry. Students meet weekly to compose cover letters, resumes, and thank you correspondence and to research potential internship positions.

RN Registered Nurse License

30 Credits

Valid RN license.

RNAS ASSOCIATE DEGREE IN NURSING

62 Credits

Transfer credits for RN to BSN.

SCI 240 TEXTILES

3 Credits

Description to follow.

SOC 101 SOCIOLOGY

3 Credits

This course provides students with an introduction to the sociological understanding of human interaction, group processes, social structures, and social change. Students study basic concepts, theories, and methods of sociological investigations. A student must have a minimum English standing of ENG 101 to enroll in this course.

SOC 201 SOCIAL PROBLEMS

3 Credits

This course explores the most interesting and provocative topics of the day, the subject matter of news reports, private conversations, and public debate. This course enables students to gain a sociological understanding of the problems of persons and societies while examining their own backgrounds and the opinions with which they enter the course. Social forces that shape students' points of view also come into focus. Major research findings on social problems and their theoretical interpretations are presented objectively.

Pre-Requisite: SOC 101 - SOCIOLOGY

SOC 203 MARRIAGE AND THE FAMILY

3 Credits

This course provides an in-depth study of the contemporary American family. Special attention is paid to the following issues: stages of the family life cycle, family policy, and family interaction. The above issues are studied from a biopsychosocial approach. A number of problematic issues facing the family are also reviewed, including family violence, dysfunctional families, health problems, AIDS and STDs, handicapping conditions, aging, and coping with divorce/separation, as well as many others.

Pre-Requisite: SOC 101 - SOCIOLOGY

SOC 206 SOCIOLOGY OF DEVIANCE

3 Credits

This course will investigate crime and deviance from a sociological viewpoint. Students will examine some of the most pressing criminological issues of the day, including gangs, subculture and violence, and the effects of crime and deviance on society. These investigations will be viewed from the perspectives of four major criminological schools of thought: classical criminology, positivism, realist criminology, and radical criminology. Students will investigate the legitimacy of moral panics and the media portrayal of crime as it relates to social deviance.

Pre-Requisite: SOC 101 - SOCIOLOGY And

Pre-Requisite: ENG 102 - ENGLISH II

SOC 207 AMERICAN DIVERSITY

3 Credits

This course will explore some of the many different groups that co-exist within America, particularly focusing on those who have suffered discrimination both historically and recently. Students will hear from authentic voices to understand the position of different religions and ethnicities from within the United States. Students will learn about theories of bias and discrimination, and will critically examine any stereotypes and biases with which they began the course. The course will address common stereotypes and misconceptions, their histories and their implications for the group and nation as a whole.

Pre-Requisite: ENG 102 - ENGLISH II And

Pre-Requisite: SOC 101 - SOCIOLOGY

SOC 208 Poverty and Society

3 Credits

Description forthcoming.

SOC 250 SPECIAL TOPICS CONTEMPORARY ISSUES: STUDY ABROAD

6 Credits

Description forthcoming.

SOC 301 DIVERSITY AND CULTURAL INFLUENCES IN HEALTHCARE

3 Credits

This course will introduce students to a study of the dimensions and complexities involved in healthcare issues in an increasingly diverse culture, multifaceted political, and socioeconomic environment. The impact on communication, treatment, and patient care outcomes by such cultural phenomena in relation to health care issues will be examined. This course will explore health beliefs and practices among selected populations within and outside the United States.



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SOC 302 POP CULTURE AND SOCIETY

3 Credits

This course explores, critiques, and defines pop culture from a sociological perspective. Pop culture-popular materials, products and textiles, television, consumerism, the Internet and social media, entertainment arts, celebrations and festivals, foods and beverages, social entertainment, books, occupations, science and medicine, among others-will be analyzed from for themes directly related to communications, persuasion, gender and sexuality, age, class, diversity, race and ethnicity, economy, globalization, government, entertainment, and general leadership. An examination of pop culture and its influences on society will be applied to global cultures and sub-cultures during any given era. The class will research and analyze, from a sociological perspective, a pop culture event or an item that shaped a society or subculture.

**Pre-Requisite: SOC 101 - SOCIOLOGY And
Pre-Requisite: ENT 102 - INTRODUCTION TO THE MUSIC
INDUSTRY**

SOC 303 TECHNOLOGY AND SOCIETY

3 Credits

This course will use advanced critical thinking skills in analyzing what it means to be human in an age when technology changes rapidly. Classical and contemporary sociological theories will be used to analyze the influence of technology on utopias and dystopias, fictional and actual; social and hard sciences changes in research and uses of technology in experiments; and psychological and sociological perspectives on societys expectations of technology uses for socializations and communication. Moreover, students will examine the effects of technology on government, war, social welfare, gender and sexuality, pharmacology and performance enhancement drugs, religion, morality and ethics, law and policies and who and what will regulate technologies as new dilemmas arise. Students will identify contemporary patterns if human response to technology as well as potential future outcomes affecting such issues as social media, cloning, privacy, crime, medicine, marketing and consumerism, social class, entertainment and media.

**Pre-Requisite: SOC 101 - SOCIOLOGY And
Pre-Requisite: ENG 102 - ENGLISH II**

SOC 304 THE SOCIOLOGY OF DEATH AND DYING

3 Credits

This course will take an in-depth look at the sociological perspectives on death and the process of dying, including societys management of its members deaths. The course will also consider the diversity in processing death and the dying process among global societies. Students will combine sociological perspectives with psychological approaches to analyzing a communities reaction to the process of dying, grief, as well as the impact of modern science on attitudes toward death, dying, terminal illness, disease and the end of life phase. Students will examine psychological social responses to death and dying through the reading texts of historical-fiction, non-fiction, peer reviewed journal articles and the viewing social media, television and films. Finally, students will examine state and federal policies on the management of death, dying, disease and the societal responses to those policies.

**Pre-Requisite: ENG 102 - ENGLISH II And
Pre-Requisite: SOC 101 - SOCIOLOGY**

SOC 309 FEMINIST THOUGHT

3 Credits

Feminist theory questions the presupposed differences between men and woman with regard to inequality, subordination, and the perpetual oppression of women. This course identifies and analyzes the history of feminism and the womens movement, and the changing perception of the word "feminism". This course will deconstruct stereotyped gender roles and the cultural images presented in the mass media for both men and women.

Pre-Requisite: SOC 101 - SOCIOLOGY

SOC 312 RACE, ETHNICITY AND CRIMINAL JUSTICE

3 Credits

The goal of this course is to challenge students to critically examine sociological theories pertaining to race and ethnicity. Specific attention will be placed on the issues of race and ethnicity in the criminal justice system.

Pre-Requisite: SOC 101 - SOCIOLOGY

SOC 322 GENDER AND CRIME

3 Credits

This course will examine offending and victimization patterns of women in the United States. Treatment of women in the justice system, as offenders, victims, and criminal justice professionals will also be explored.

**Pre-Requisite: SOC 101 - SOCIOLOGY And
Pre-Requisite: SOC 207 - AMERICAN DIVERSITY**

SOC 401 CONTEMPORARY ISSUES OF IMMIGRATION IN THE UNITED STATES

3 Credits

This course will examine issues related to immigration in the United States. Topics will include economic, social, sociological, and political factors related to immigration. Specific attention will be given to immigrants from Mexico, Latin America and Asia, including the Middle East.

**Pre-Requisite: SOC 101 - SOCIOLOGY And
Pre-Requisite: SOC 207 - AMERICAN DIVERSITY**

SPN 101 SPANISH I

3 Credits

[Official description for this course is forthcoming.]

WRI 201 FICTION WRITING

3 Credits

In this course students will analyze the concepts of structure, character, plot, style, scene, timing, and narration. We will study these concepts in selected published fiction, and apply them, in various approaches, to our own writing. Students will be required to keep daily writing pages, write weekly stories, and share several of their pieces with the class. We will also be reading Brenda Euland's and Julia Cameron's celebrated books on writing for inspiration and ideas.

Pre-Requisite: ENG 102 - ENGLISH II



WRI 204 MEDIA WRITING

3 Credits

This class is more about writing than it is about media. Good media writing is not possible without good writing. Therefore, with the help of William Zinsser's On Writing Well, we will concentrate on grammar, style, structure, clutter reduction, punctuation, and self-editing, as well as exploring the use of this good writing within the media.

Pre-Requisite: ENG 102 - ENGLISH II

WRI 259 WRITING FOR BUSINESS

3 Credits

Formerly Business Communications, this course emphasizes the importance of personal and interpersonal relationships in becoming an effective member of an organization. Students work to improve the verbal, non-verbal, listening, writing, editing and proofreading skills necessary for success. Using Microsoft Word, students write various business documents to include formal business letters, business emails, cover letters, resumes, and memoranda. Interview techniques are also covered, along with a continuous review of grammar, punctuation, spelling, and word usage.

Pre-Requisite: ENG 101 - ENGLISH I
