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1990–91

Program and Course
Description Guide

College of
Continuing Education

College of Continuing Education

A traditional college education is not always the answer. For the adult student—juggling work, family and social obligations—alternative ways to reach educational goals are a necessity.

The courses and programs offered by the College of Continuing Education (CCE) are tailored to the adult student who has been working for several years and is reaching for the next rung on the career ladder, is contemplating a career switch, or is re-entering the work force after some years away. Students can earn certificates, diplomas, and degrees.

The courses and programs are offered during the day, at night, on Saturdays, through Weekend College, and even via TeleCourses that students can take at home.

The CCE Academic Division offers numerous options in areas such as management, photography, technologies, and machine tool, as well as fine and applied arts, technical communication, business administration, computer science, general education, and emergency management. CCE offers diplomas, associate degrees, bachelor of science degrees and certificate programs in a number of professional areas, as well as the flexible interdisciplinary Applied Arts and Science Degrees at the diploma, associate and baccalaureate levels.

The Center for Quality and Applied Statistics (CQAS) offers a master of science degree in applied and mathematical statistics for part-time or full-time students. Summer study and co-op programs also are available. The center presents short courses and seminars through its "Quality and Productivity Series" for individuals, business and industry. Call 475-6129 for additional information.

The Career and Human Resource Development Department (CHRD) provides graduate study leading to a master of science degree in career planning and human resource development. The behavioral science-based program emphasizes the areas of organizational development, career development, human resource development and statistical analysis. The program is open to both full- and part-time students and prepares professionals for employment in education, business, industry, and social services agencies. Call 475-5069 for additional information.

The CCE Open Enrollment Policy allows a student to take any course or pursue any degree for which he or she has sufficient background. Academic advisors are available throughout the year to answer questions regarding course or program choices.

To officially choose a program, students must matriculate—that is, complete an admissions application and be accepted. At the time of matriculation degree requirements are defined and documented, transfer credits are evaluated to meet degree requirements, and eligibility for applying for student loans and state and federal aid is established.

Students matriculated in CCE bachelor's degree programs are normally expected to complete their degrees within seven years. However, students may take up to eleven years to complete their degrees, if they have not dematriculated and are making satisfactory progress toward their degrees.

Specially trained financial aid counselors can provide students with information about some of the grants and loans available for part-time students. In addition to federal, state and private programs, RIT has special financial aid funds for part-time students that can cut tuition costs by as much as 50 percent. Many companies have employee education benefits that will pay for some or all tuition costs; active U.S. Army Reserve and National Guard members are eligible for benefits that pay up to 90 percent of tuition.

For students who want to try a new field, brush up on some old skills, or are looking for personal satisfaction rather than credit, RIT's new Audit Policy may be the answer. Students can audit many of the CCE credit courses on a non-credit basis, and the tuition is half price.

For more information on any of the programs offered by CCE, call 475-2234.

What about transfer credit from other schools?

Degree programs in CCE are structured to permit transfer of credit from other accredited institutions. When a student matriculates into a specific program, a complete evaluation is made of prior academic work. The student will know immediately how much transfer credit is awarded and what courses will be needed to earn a specific degree.

Transfer credit may also be awarded for courses included in the New York State Education Department Publication, *Guide to Educational Programs in Non-Collegiate Organizations*. Call 475-2218 for more information.

Who teaches our courses?

Most courses in the College of Continuing Education are conducted by instructors who teach what they do professionally. Our faculty are selected for their professional competence, academic background and teaching ability. Our faculty teach because of their enthusiasm for their subject, their interest in seeing others develop personally and professionally, and their own need for a creative outlet.

When are courses taught?

In addition to our weekly evening and trick work schedules, we also offer courses on television and through audio conferences, and Weekend College.

Telecourses offer quality programming which students can take at home. Courses combine video-tape lectures aired on cable and public broadcast television with textbook readings, audio and computer conferencing, assignments, exams, and a limited number of class meetings. Students have access to instructors by mail, computer, telephone, or individual appointment. These electronic delivery systems allow students to learn at times and places convenient to them.

Weekend College courses meet on Saturdays (leaving the rest of your weekend free), usually every other weekend, and a full course may be completed in five weekends. Weekend College students enjoy the schedule and the seminar-like environment. Through Weekend College, you can earn credits toward a degree or complete a certificate or diploma program.

Whom to Call About What in the College of Continuing Education

GENERAL INFORMATION

475-2234

Administrative Officers and Staff

Dr. Lawrence W. Belle, Acting Dean 475-5872

Academic Division

Dr. Lynda Rummel, Acting Associate Dean. 475-4999

Business & The Arts Division

Dr. Lynda Rummel, Director. 475-4999

Daniel Smialek, Chairperson, Bus & Mgmt Studies. 475-5023

Eric Bellmann, Chairperson, Fine & Applied Arts & Crafts. 425-4977

Elizabeth Conley, Chairperson, Communications. 475-4936

Dr. Ronald Hilton, Chairperson, Liberal Arts. 475-4986

Science & Technology Division

School of Applied Industrial Studies

Henry Cooke, Director. 475-5021

Elizabeth Paciorek* Chairperson, Drafting Technology. 475-4994

Ronald Perry, Chairperson, Computer Service Technology. 475-5001

Dr. Raymond Santirocco, Chairperson,
Emergency Management and Science. 475-5006

Admissions & Student Services

Christine Hammer, Associate Director 475-2958

Joyce Clayton, Coordinator Student Services. 475-5511

Bobette Warner, Coordinator of Academic Services. 475-6594

Bette Anne Winston, Academic Advising Coordinator. 475-2218

Center for Quality and Applied Statistics

Dr. John D. Hromi, Director. 475-2002

Dr. Edward Schilling, Chairperson, Graduate Statistics. 475-6129

Department of Career and Human Resource Development

Stanley Bissell, Acting Director. 475-5036

Information Services

Alice McCrave, Manager. 475-2531

HIT will admit and hire men and women, veterans, and persons with disabilities, individuals of any race, creed, religion, color, national or ethnic origin, sexual orientation, age, or marital status, in compliance with all appropriate legislation

College of Continuing Education

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Applied Arts and Science Degrees

Lynda Rummel, Chairperson

Adult students returning to college on a part-time basis need high-quality degree programs in a variety of fields that are both flexible and recognize an adult's prior college level-learning. The College of Continuing Education now offers you the opportunity to tailor an individualized program of technical and professional study through its Applied Arts and Science program. There are three levels:

Diploma

36 credits; 1 area of concentration

Associate of Applied Science (AAS) degree: 52 core credits plus 38 credits in 1-2 areas of concentration plus general education courses

Bachelor of Science (BS) degree: 90 core credits plus 90 credits in 2-4 areas of concentration plus general education courses

Individualized Concentrations

The associate and bachelor's degrees allow you to study several different professional and technical areas, selected specifically to meet your unique career and personal goals. The diploma focuses on one concentration. For your professional concentrations, you can draw on a wealth of educational resources from across RIT colleges and departments, including: engineering technologies, sciences, computing, photography and printing, business and management, liberal arts, physical and social sciences, mathematics, fine arts, and applied communication.

No two Applied Arts and Science programs will be exactly alike because each takes into account the student's previous learning and brings together a special combination of courses that are right for the individual student's career and professional development. For example, one individualized program might lead to a bachelor's degree with concentrations in computing, graphic arts, and management, while another could lead to a bachelor's degree that combines fields of communication and health systems administration.

As their career plans evolve and the demands of their technical and professional fields change, students meet regularly with advisors to review and update plans of study.

Common Features

Every Applied Arts and Science degree has certain features in common:

1. An approved program of study developed with an individual advisor and advisory committee
2. General education courses in mathematics, computer science, science, and liberal arts (52 credits for the AAS; 90 credits for the BS)
3. One or more professional concentrations which provide each student with the opportunity to develop an interdisciplinary program tailored to specific career and personal objectives.

Recognition for Prior College-Level Learning

Each program begins by taking account of what the student already knows and has accomplished. For example, college credits earned at RIT or other institutions will be reviewed to see how they might be applied to the program of study; professional certifications and experiences will be evaluated for the possibility of receiving credit; and credits may be earned (by examination, portfolio reviews, or other documentation) for college-level learning that was gained on-the-job or through other educational experiences. For information, contact Dianne Mau, Coordinator, at 475-6526.

Course requirements, CIDA-AAS & CIDB-BS degrees

	Math/ Computer/Science	Qtr. Cr.	Liberal Arts	Qtr. Cr.	Concentration(s)* 1 or 2	Qtr. Cr.		
Phase 1 + 2 CIDA-AAS	Tech Math	CTAM-201,202	8	Communications + +	To be developed by student with advisor	38		
	or			CHGL-220			4	
	College Math for Business	CBCH-201,202	8	Literature			CHGH-260	4
	or			Communications Elective			4	
	Math Thought/Process AND	CTAM-205	4	Humanities Electives			8	
	Modern Math Methods	CTAM-206	4	Behavioral Science Electives			8	
	Intro to Computers/Prog.	CTDS-200	4					
	or							
	Intro to Computer Science	CTDS-202	4					
	or							
Data Processing	CBCC-321	4						
College Physics/Lab	CTCP-221, 222,223,206 207,208	12						
or								
Contemporary Science	CTCS-221,222, 223,224	12						
Phase 3 + 4 CIDB-BS	Math/Science Math OR Science Electives***		8	Liberal Arts Humanities Elective**	4	Concentration^)* 2 or 3 To be developed by student with advisor	52	
				Liberal Arts Concentration****	12			
				Liberal Arts Electives*****	16			
				Senior Seminar	2			

++ These communications courses require pretest; call 475-2234 for information. Students completing BS or B. Tech degrees must also pass a communications competency test.

*A concentration - 20 QH (or more) in one subject area (i.e., Computers, Communications, Business).

**Must choose one course each from three different areas of Humanities (i.e., Fine Arts, History, Philosophy, or Science/Technology and Values).

***Cannot be in the same area as professional concentration.

****Students choosing a Liberal Arts area for a professional concentration must choose their "Liberal Arts Concentration" and "Liberal Arts Electives" in other disciplinary or interdisciplinary areas in the College of Liberal Arts.

Emergency Management Certificate

Raymond A. Santirocco, Chairperson

Heightened public and governmental awareness of the hazards associated with high technology has led to stringent new Federal and state laws requiring communities to plan comprehensively for toxic chemical or radiation emergencies. In addition, there has always been a need to protect the public during natural emergencies such as floods, earthquakes, and tornados. The field of emergency management has evolved from an intuitive art to a sophisticated specialty with its own body of doctrine. Practitioner organizations and the Federal government are working to develop national standards for the accreditation of emergency managers.

CCE's certificate in Emergency Management is intended to upgrade the skills of existing emergency managers in police, fire, and ambulance work; public safety planners; and emergency officials in industry, and to provide a strong foundation for emergency response personnel desiring to develop a new career specialty. Possession of this certificate is expected to bear significantly on graduates' ability to qualify for national accreditation.

The sequence of five courses is designed to provide students with knowledge of the physical phenomena underlying emergency situations, such as elementary meteorology, earthquake phenomena, toxic chemicals, and radiation; the legal aspect of emergency planning and operations; the theory and methodology of emergency planning, including the planning and management of evacuations; and the theory and practice of operations at a disaster scene. Up to four credits may be awarded to emergency response agency personnel for demonstrable training or experience in lieu of the Emergency Operations course.

Certificate in Emergency Management	Credit Hours
Earth Science for the Emergency Manager—CEMP-201	4
Man-made Hazards—CEMP-202	4
Emergency Preparedness Laws and Regulation—CEMP-301	4
Emergency Planning and Methodology—CEMP-302	4
Emergency Operations—CEMP-381	4
Total Credits	20

Courses are scheduled so that the certificate may be completed in three consecutive quarters beginning in the fall. The courses may also be applied toward professional requirements for the B.S. degree in Applied Arts and Science.

Certificate courses were developed with the assistance of local and state professionals in emergency management and will be taught by such professionals. For advising and further information about this program, call Raymond Santirocco at 475-5006.

Business and The Arts

Lynda Rummel, Director
Nancy Kunkler, Academic Program Assistant

The Business and The Arts Division of CCE provides a wide variety of technical and professional programs of study at several distinct levels of achievement. In addition, many general education courses, which are a required part of every degree program in CCE, are offered by this division.

Each program of study is carefully designed to meet the interests of students and Rochester's expanding business, artistic and industrial complex. Advisory committees composed of representatives from local business, industries and professional groups contribute to an ongoing assessment of courses and programs of study to assure high-quality education. Business

and The Arts includes the following:

- Individual courses and sequences of special interest
- Small Business Management Certificate
- Customer and Consumer Service Certificate
- Health Systems Administration Concentration
- Management Certificate
- Certificates in Basic and Advanced Technical Communication
- Certificate in Public Relations and Technical Communication Services
- Business and Career Communication Certificate
- Certificates in Public Relations Communications—Programs in Professional Writing and Graphic Communication
- Certificate in Advanced Public Relations Communications
- Management Diploma (7 options)
- AAS in accounting, business administration, marketing, personnel administration, production management, and logistics and transportation
- AA in general education (with career options)
- Deaf Studies Certificate
- Graphic Arts Certificate
- Diplomas in fine and applied arts and crafts
- Diplomas in printing and photography
- AAS in professional photography
- AAS/BS in graphic arts (with 3 options)

Business and Management Studies

Daniel Smialek, Chairperson

Approximately 50 credit-bearing courses in business and management subjects are available through the College of Continuing Education.

Courses leading to an AAS degree and transferable to appropriate baccalaureate degree programs in RIT's College of Business and other schools are available in business administration, accounting, marketing, personnel administration, production management, and traffic and transportation. For those interested in a short-term concentration in one of these fields, CCE also offers a Management Development Program leading to a Management Certificate and Management Diploma, a Small Business Management program, and a program in Customer and Consumer Service. Courses also may be taken individually.

General requirements for an AAS degree, diploma, or certificate in business or management are:

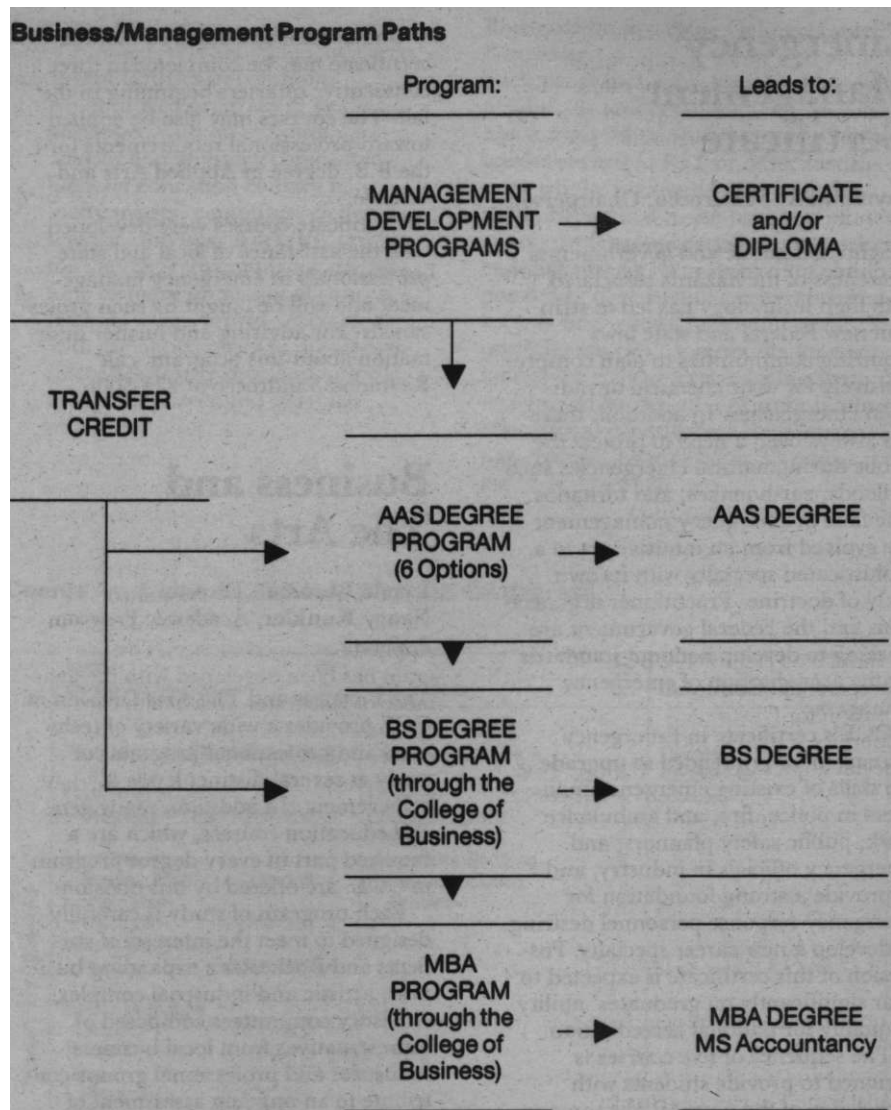
- Completing the necessary quarter credits
- Following the program outline when selecting courses
- Achieving a program GPA of at least 2.0 in order to be certified

Small Business Management Program

The certificate of achievement program in Small Business Management is designed for enterprising individuals who want to launch a new venture or improve an existing small business. It is especially appropriate for entrepreneurs, key members of families owning businesses, and key employees in companies with sales under (2 million.

The three courses in the program are tightly integrated, to provide a solid foundation in managing, marketing, and financing small businesses. The faculty include academically qualified entrepreneurs who have managed their own small companies. Courses may count as business electives in degree programs, may serve as foundation courses to the Management Diploma, and do not have to be taken in sequence. Typically, the program is offered as part of Weekend College and our regular schedule.

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Like most courses in CCE, Small Business Management courses may be taken on an audit basis (non-credit, without exams), at a reduced rate.

Small Business Management Certificate Program

New Venture	Credit Hours
Development-CBCE-221	4
Small Business Management & Finance-CBCE-222	4
Small Business Marketing & Planning-CBCE-223	4
Total	12

Customer and Consumer Service

Increasingly, in today's competitive and growing service economy, the key to success is customer satisfaction. Customer satisfaction comes from delivering quality products and services that are strongly shaped by thorough and comprehensive attention to customer needs.

This unique certificate of achievement program focuses on customer satisfaction as the sustainable competitive advantage for both manufacturing and service industries (e.g., health care, communications, banking and finance, transportation, retailing). Special attention is paid to developing an orientation toward customer satisfaction throughout organizations, and to the relationship between customer satisfaction and customer service.

This program is designed for:

- managers and potential managers who want to implement customer satisfaction principles and practices throughout their organizations
- current and future managers, supervisors, and personnel in sales, customer service, consumer service, customer relations, quality management, and human resource management.

The program consists of 16 credits—10 in required core courses and an additional 6 selected from an array of specialized electives. The Certificate may be completed in one year of study.

Individual courses and/or the Certificate may be applied to appropriate undergraduate degree programs. The program may also be acquired as a post-baccalaureate credential. For more details, call 475-5023.

Customer and Consumer Service Certificate Program	
Required core courses	Credit Hours
The New Service Economy-CHGS-227	2
Customer Relations Systems-CBCE-305	4
Customer Service Technology-CBCE-306	4
Core Total	10

Electives (choose any 6 credits):

Marketing Practices for the Service Economy-CBCG-362	2
Recruiting, Training & Supervising Service Industry Personnel-CBCI-225	2
Interpersonal Communication for Customer Service-CHGL-340	4
Special Topics Courses	2-4
Electives Total	6
Certificate Program Total	16

Health Systems Administration

Raymond A. Santirocco, Chairperson

The health care industry has been transformed in recent years by advances in technology, new modalities of care, changes in financing and organization, greater demand for accountability, and a general expansion as the population ages. These developments have led to increasing demand for administrators at all levels.

CCE's concentration of courses in Health Systems Administration is designed to equip students with the skills necessary to obtain entry-level positions in health administration. Such students are typically those with a clinical background in nursing or an allied profession desiring to change their professional emphasis. However, certain courses may also be of interest to present administrators desiring to upgrade their skills in special areas.

The sequence of six courses consists of three survey courses (a systems overview, administration in the health care setting, and finance and budgeting), followed by three specialized courses (legal aspects of health care, quality assurance, and program planning and development).

Health Systems Administration Courses	Credit Hours
Survey of Health Care Systems—CBCF-310	4
Health Systems Administration—CBCF-320	4
Health Care Economics and Finance—CBCF-351	4
Legal Aspects of Health Care Administration—CBCF-421	4
Health Care Quality Assurance—CBCF-431	4
Health Planning and Program Development—CBCF-441	4
Total Credits	24

This is an upper-level concentration generally requiring previous course work or experience and permission of the chair for enrollment. Courses are applicable to the professional concentration requirements for the degree in Applied Arts and Science. The program has been developed with the assistance of Rochester-area health care administrators and subject matter experts, and courses are taught by experienced professionals. For further information regarding course content and admission requirements, contact Raymond Santirocco at 475-5006.

The Management Development Program

The Management Development Program has two components: The Management Certificate and The Management Diploma. By successfully completing the Management Process (CBCE-200, 201, 202), a 12-credit course in practical supervision, management, and communication skills, students may earn the Management Certificate. To receive a Management Diploma, students must complete 16 additional credits in one of seven business/management concentrations.

The program is structured to provide a broad foundation in applied general management, and focused study in a specialized field. It is specifically designed for new supervisors, emerging managers, and those seeking supervisory and management positions; and for new and re-entering students. *Both parts of the program are also appropriate for individuals with degrees in the liberal arts, sciences, or technologies, who wish to acquire new professional skills and expand their career opportunities.*

Students may take one or both parts of the program; and both may be completed in one academic year. Credits earned in The Management Development Program can be applied to various degree programs. Management Certificate and Diploma courses are typically offered as part of our Weekend College and our regular schedule. For further information, call 475-5023.

Management Certificate

The first component of The Management Development Program is The Management Certificate.

The Management Certificate is earned by successfully completing CCE's unique three-quarter, 12-credit course, The Management Process (CBCE-200, 201, 202).

The Management Process focuses on:

- practical applications of management theory
- management problems, solutions and ideas
- personal development as an effective manager

The Management Process offers a comprehensive, integrated study of supervisory management. Topics covered include effective motivation, decision making, team building, conflict resolution, problem solving, time and stress management, communication techniques and strategies, planning, organizing, staffing, performance appraisal, and leadership.

In this program students associate with others who have similar career aspirations, job responsibilities and challenging problems on the job. Through case studies, role-plays, simulations, and other instructional methods, students learn effective supervisory and management practices. Instruction is usually guided by a team of management specialists, rather than by a single instructor.

Credits earned in the Management Certificate program may also be applied toward appropriate degree programs.

Management Certificate Program	Credit Hours
Management Process I-CBCE-200	4
Management Process II-CBCE-201	4
Management Process III-CBCE-202	4
Total	12

Management Diploma

The second component of The Management Development Program is The Management Diploma.

In the Management Diploma program, students concentrate their studies in one of seven specific areas of business and management (such as accounting or marketing) that may be immediately relevant on the job.

A Management Diploma is earned by completing 16 quarter credits in addition to, typically, a Management Certificate. However, one of the following options may be substituted for the Management Certificate:

- the Small Business Management Certificate
- three core courses and one elective course from the Customer and Consumer Service Certificate program
- three foundation courses (Organization and Management, CBCE-203; Communications, CHGL-204 or 205 or 220; and one additional business elective)
- or approved equivalents.

Courses applied toward a Management Diploma may also be counted as professional courses in appropriate degree programs.

Management Diploma Programs

Accounting	Credit Hours
Mgt. Process (CBCE-200, 201, 202) or approved alternative	12
Financial Accounting-CBCA-201	4
Managerial Accounting-CBCA-203	4
Intermediate Accounting I-CBCA-308	4
Intermediate Accounting II-CBCA-309	4
Total	28

General Management	Credit Hours
Mgt. Process (CBCE-200, 201, 202) or approved alternative	12
Financial Accounting-CBCA-201	4
Managerial Accounting-CBCA-203	4
Data Processing Principles-CBCC-321	4
Marketing-CBCG-361 or 1-Business Elective	4
Total	28

Marketing	Credit Hours
Mgt. Process (CBCE-200, 201, 202) or approved alternative	12
Marketing-CBCG-361	4
Effective Selling-CBCG-210	4
Advertising Principles-CBCG-213	4
1-Business Elective	4
Total	28

Personnel Administration	Credit Hours
Mgt. Process (CBCE-200, 201, 202) or approved alternative	12
Personnel Administration-CBCI-229	4
Interviewing Techniques-CBCI-224	4
Business Law I-CBCB-301	4
1-Business Elective	4
Total	28

Industrial Management	Credit Hours
Mgt. Process (CBCE-200, 201, 202) or approved alternative	12
Production Management-CBCJ-209	4
Fundamentals of Industrial Engineering-CBCJ-305	4
Industrial Engineering Economy-CBCJ-306	4
Data Processing Principles-CBCC-321	4
Total	28

Logistics and Transportation Mgmt.	Credit Hours
Mgt. Process (CBCE-200, 201, 202) or approved alternative	12
Introduction to Logistics & Transportation-CBCL-234	4
Traffic & Transportation Law, Rates, Accounting & Control-CBCL-239	4
International Logistics & Transportation-CBCL-241	4
Marketing-CBCG-361	4
Total	28

Real Estate Management	Credit Hours
Mgt. Process (CBCE-200, 201, 202) or approved alternative	12
Basic Real Estate Principles-CBCM-201	4
Advanced Real Estate Principles-CBCM-202	4
Real Estate Investment & Finance-CBCM-203	4
Real Estate Evaluation-CBCM-204	4

Real Estate and Insurance
Two courses in real estate and two courses in principles of insurance are approved by the New York State Division of Licenses as preparation for the sales person and broker's license examinations in real estate and insurance. These courses provide an excellent foundation for a career in these fields:

CBCM-201	Basic Real Estate Principles
CBCM-202	Advanced Real Estate Principles
CBCN-271	Principles of Insurance I
CBCN-272	Principles of Insurance II

Business and Management AAS Degree Programs

Programs leading to an AAS degree in business administration are available in:

- accounting
 - business administration
- Programs are fully transferable to baccalaureate degree programs in RIT's College of Business.

AAS degree programs in management are offered in:

- marketing
- personnel administration
- production management
- logistics & transportation

Management programs are designed to give specialized skills in these areas, with course work being transferable to a BS degree program in RIT's College of Business.

All business and management degree programs include a core group of business courses in organization and management, accounting, data processing and business law. Approximately half of the credits in degree programs are earned through these professional courses, which may count in Management Diploma programs, as well as in AAS degrees. In addition, all business and management degree programs include a broad spectrum of courses in communication, behavioral/social sciences, humanities, math and science.

Cora Requirements, AN Business and Management AAS Programs

Below are the core requirements for all business and management degree programs to which professional program requirements are added.

Required Courses 92 Credits	PROFESSIONAL COURSES		Qtr. Cr.	GENERAL EDUCATION		Qtr. Cr.	MATH, STATISTICS & SCIENCE		Qtr. Cr.
		Financial Accounting .. CBCA-201	4	CommunicatMis* CHGL-220	8	Science Electives**	8		
	Managerial Accounting . CBCA-203	4	Literature .W?CHGH-260	8	Math for Business . CBCH-201,202	8			
	Organization & Mgmt(1) . CBCE-203	4	or	or	Statistics. CBCH-351,352	8			
	Data Proc. Principles .. CBCC-321	4	Dyn. Comm. 1*CHGL-204	8					
	Principlee of Marketing . CBCG-361	4	Dyn.Commll.CHGL-205	8					
	Management Science ... CBCE-353	4	Economics CHGS-221,222	8					
	Professional Concentration Courses (see below)	20	Psychology.CHGS-211	4					
			Sociology.CHGS-231	4					
	Total	44	Total	24	Total	24			

In sequentially numbered courses, the lower number course is prerequisite.

(1) The Management Process (CBCE-200,201,202) may be substituted for the following:

	Qtr. Cr.
Dynamic Communications I (CHGL-204)4
Organization & Management (CBCE-203).4
1-Business elective4

* These communications courses require pretest; call 475-2234 for information. Students who take CHGL-204 should also take CHGL-205. Students who take CHGL-220 should also take CHGH-260.

Science electives may include any of the following:
 Contemporary Science/Biology CTCS-221
 Contemporary Science/Chemistry CTCS-222
 Contemporary Science/Physics CTCS-223
 Contemporary Science/Oceanus CTCS-224
 College Physics CTCP-201,202,203

Professional Concentration Requirements, Business and Management AAS Programs

In addition to the core requirements, students must also complete *one* of the following professional concentrations.

<u>Accounting (CBCA)</u>	<u>Cr.Hrs.</u>
Intermediate Accounting I.CBCA-308	4
Intermediate Accounting II.CBCA-309	4
Business Law I.CBCB-301	4
Business Law II.CBCB-302	4
History or Fine Arts Elective_____	4
	20

<u>Production Management (CBCJ)</u>	<u>Cr. Hrs.</u>
Production Management.CBCJ-209	4
Fundamentals of Industrial Engineering CBCJ-305	4
Industrial Engineering Economy.CBCJ-306	4
Business Law I.CBCB-301	4
Elective_____	4
	20

<u>Business Administration (CBCE)</u>	<u>Cr. Hrs.</u>
History or Fine Arts Elective.	4
Legal Environment of Business.CBCB-310	4
3-Business Electives_____	12
	20

<u>Logistics & Transportation (CBCM)</u>	<u>Cr. Hrs.</u>
Introduction to Logistics & Transportation.CBCL-234	4
Traffic & Transportation Law Rates, Accounting & Control.CBCL-239	4
1-Transportation & Logistics Elective	4
Business Law I.CBCB-301	4
Elective_____	4
	20

<u>Marketing (CBCG)</u>	<u>Cr.Hre.</u>
Effective Selling.CBCG-210	4
Advertising Principles.CBCG-213	4
Business Law I.CBCB-301	4
2-Business Electives_____	8
	20

<u>Personnel Administration (CBCI)</u>	<u>Cr. Hrs.</u>
Personnel Administration.CBCI-229	4
Interviewing Techniques.CBCI-224	4
Business Law I.CBCB-301	4
2-Business Electives_____	8
	20

Professional courses may be counted in management diploma and AAS business/management programs.

The Arts/General Education

The arts side of Business and the Arts includes courses and programs in liberal arts and humanities, behavioral and social science and communication. These are often referred to as general education courses. In the Arts we also offer programs providing credentials which take advantage of RIT's strengths within the arts and humanities. Diploma options are offered in the fine and applied arts (CHAA) and crafts (CHAC), as well as the associate in arts degree in general education (CHGE). Certificates in technical communication, public relations communications and deaf studies also are available.

General Education

General education courses serve a pivotal function within all programs of the College of Continuing Education. These courses provide the foundation upon which professional knowledge is built. The faculty introduces the basic concepts and skills of the arts, humanities, communication, and the behavioral and social sciences.

Each professional and technical program within CCE selects from general education courses essential to developing professional and personal competence. Students are then given a range of free electives to fill out personal interests.

Writing Program and Exit Test

To insure that graduates of all CCE associate degree programs will be prepared to meet the writing demands of their careers. CCE instituted the following writing program in September 1984.

1. **Diagnostic Test.** All students planning to register for Dynamic Communications I (0236-204), or Communications 220 (0236-220) must take a 40-minute diagnostic placement test prior to registration. (Students may register for 205 without pretesting if they have credit for 204.) Results of the tests will allow us to place students in the most appropriate course for developing their written and other communication skills. Students may take the diagnostic test at their convenience in the CCE office (M-R, 8:30 a.m.-7:30 p.m. and F, 8:30 a.m.-3 p.m.) or during Open Registration (see quarterly schedule for testing times).

2. **Exit Test.** An exit test given prior to the last week of classes in 205 and 220 is part of the communications requirements for all associate degrees. Students who do not pass the test may work out a program with their instructors for mastering needed skills and may re-take the exit test at a later time. When the test has been passed, students will receive the grade they earned in the course.

General Education AA degree program

Ronald Hilton, Chairperson

The associate in arts (AA) is the only liberal arts degree program offered by the College of Continuing Education. Students will sample literature, arts, philosophy, history, and the other disciplines that have traditionally been at the core of a college education. At the same time, they will consider the relationship of these studies to 20th century technology and business.

After fulfilling the basic course requirements, students finish the degree by choosing one of two options: to deepen understanding of the liberal arts by adding courses in the humanities, communication, and social sciences; or to take advantage of RIT's extensive opportunities in career training by including 20 credits of study in a specific career skill. Areas of career study include:

- Accounting
- Advertising Design
- Technical Communication Communication
- Public Relations Communications
- Fine Arts
- Personnel Management
- General Management & Supervision
- Industrial Management
- Small Business Management
- Real Estate
- Marketing
- Deaf Studies

For more information on the career skills option contact the Division of Business and the Arts at 475-5027.

Course requirements, General Education (CHGE), AA Degree

		Qtr. Cr.		Qtr. Cr.
Required Courses 92 Credits	Humanities . . . CHGH-201,202,203	12	Economics . . . CHGS-221	4
	Introduction to Literature CHGH-260	4	Psychology . . . CHGS-211	4
	Introduction to Art		Philosophy . . . CHGH-270	4
		4		20
	Introduction to Music		Career Skills Area . . .	20
	Appreciation CHGH-230	4		
	Modern Europe CHGH-323			
	Modern America CHGH-325			
	Political Science CHGS-261	4		
	Contemporary Science Elective . . .	4		
Science, Technology & Humanity Elective	4			

*Students may petition the chairperson for Liberal Arts to apply courses outside the area generally regarded as general education electives. This must be a written request.

Public Relations Communications Certificates

Ronald Hilton, Chairperson

Public relations communications are vital to virtually every human endeavor. Almost every organization employs individuals, either in house or by contract through public relations agencies, who can prepare press releases, brochures, newsletters, annual reports, point of purchase promotions, and other persuasive, informative materials in a variety of media. The demand for people trained in the special skills of public relations communications will continue to grow well into the 1990s.

Underlying successful public relations communications are skills in two key areas: writing and graphic communication. CCE now offers a certificate program in each of these specialties. Both programs share a common core of courses that provide an introduction to public relations and teach widely used principles and techniques of advertising, project management, and persuasion. The professional writing program provides specialized instruction in writing marketing materials, inbound and outbound publications, corporate-level communications, and speeches and scripts. The graphic communication program (designed specifically for non-artists) focuses on understanding the components of the advertising process, the use of effective design principles in the preparation of layouts, and the combining of creative and technical skills to achieve design success.

These programs are intended for individuals who wish to enter the field of public relations or take on PR responsibilities; or who have been working in a particular aspect of public relations and who wish to upgrade or broaden their skills; and/or who have been performing PR tasks for which they have had little formal preparation. Courses in these programs were developed with the assistance of Rochester-area public relations communicators and are taught by experienced professionals.

Up to four credits may be awarded by examination or for courses taken at another college. Prerequisite for the core courses is demonstration (by examination, portfolio, or transcript) of a command of standard written English.

Courses are scheduled so that the core and one or both of the certificate options may be completed in four quarters of part-time study. Students may

earn one or both certificates, and students not wishing to take an entire certificate program may take specific individual courses. Courses may be applied toward appropriate diploma, AAS, and BS degree programs. Students must achieve a program GPA of at least 2.0 in order to be certified. For advising and further information about these courses, transfer credit, credit for college-level learning, and financial assistance, call Ronald Hilton, 475-4986.

Core Courses, Certificates in Public Relations

Communication	Credit Hours
Introduction to Public Relations-CHGL-360	2
Psychology of Persuasion-CHGS-320	2
Advertising Evaluation & Techniques-CBCG-214	4
Managing the Project-CHGL-332	2
Core Total	10

Certificate in Public Relations Communications—Professional Writing

Core Courses	Credit Hours
Writing for the Organization I-CHGL-365	2
Writing for the Organization II-CHGL-366	2
Promotional Writing-CHGL-331	2
Scripting and Speechwriting-CHGL-367	4
Certificate Total	20

Certificate in Public Relations Communications—Graphic Communication

Core Courses	Credit Hours
Graphic Communication for the Non-Artist I-CHAD-270	3
Graphic Communication for the Non-Artist II-CHAD-271	3
Art for Reproduction-CHAD-220	3
Certificate Total	19

Advanced Public Relations Communications Certificate

A new certificate in advanced public relations communications has been developed, in part as a response to community interest. This certificate provides students who are working in a variety of communications fields—or plan to—with advanced knowledge and skills, particularly writing skills, in public relations communications. It has been especially designed for graduates of the

Professional Writing Program described above, but it is open to those who can demonstrate the necessary prerequisite skills and understandings.

The new certificate equips students with more complete and professional portfolios as well as newly developed capacities to work in public relations campaigns and in a variety of media settings and capacities. It should be especially attractive to persons already working in the communications industry who desire increased versatility, upward mobility, or specific competencies. Likely students will also include those who have already undertaken or may have completed an undergraduate degree in English, journalism, business administration, marketing, or even public relations. Regardless of background, students are likely to find this more advanced certificate provides a capstone to their undergraduate public relations education.

Like its predecessor programs, this one has been prepared in close consultation with practicing professionals in the local public relations community.

Certificate in Advanced Public Relations Communications

	Credit Hours
The Public Relations Campaign—CHGL-411	4
The Mass Media in Public Relations—CHGS-451	4
Communicating in Print and Broadcast Media—CHGL-412	4
Seminar in Public Relations Communications—CHGL-413	4
Total Credits	16

Up to four credits may be awarded by examination or for courses taken at another college. All courses in the program have prerequisites, which may be found in the course descriptions elsewhere in this publication.

Courses are scheduled so that the entire certificate may be completed in one calendar year. Courses may be applied toward BS degree programs. Students must achieve a program GPA of at least 2.0 in order to be certified. For advising or further information about this program, call Ronald Hilton at 475-4986.

Technical Communication Certificates

Elizabeth Conley, Chairperson

In this age of information, all kinds of organizations, large and small, have increasing needs for individuals skilled in documenting, presenting, managing, and packaging technical and scientific information. Whether these tasks are done within the company or outside by contract, organizations involved in manufacturing, materials handling, computer products, marketing, and medical and scientific products all need professionally prepared documents, brochures, manuals, and other materials for product users, service technicians, purchasing managers, trainers, and other employees and customers.

The following sequence of courses, designed to be completed in two consecutive quarters of study, is intended to provide a strong, practical foundation in technical communication.

Certificate in Basic Technical Communication	Credit Hours
Phase I:	
Technical Writing & Editing-CHGL-323	4
Research Techniques-CHGL-324	2
Phase II:	
Instructional Design Principles-CHGL-325	2
Document Design Principles-CHGL-326	2
Practicum: Designing Manuals-CHGL-327	2
Total Credits	12

Up to four credits may be awarded by examination or for courses taken at another college. Prerequisite for the Basic sequence is demonstration (by examination, portfolio, or transcript) of a command of standard written English. Students must achieve a program GPA of at least 2.0 in order to be certified.

For those interested in further professional development and instruction in more specialized topics, the following sequence of courses, designed to be completed in two quarters of study, is available.

Certificate in Advanced Technical Communication	Credit Hours
Phase I:	
Oral Communication Skills for Technical Communicators-CHGL-329	2
Communicating Online-CHGL-330	2
Promotional Writing-CHGL-331	2
Phase II:	
Writing in the Sciences-CHGL-328	2
Managing the Project-CHGL-332	2
Managing Media Presentations-CHGL-333	2
Total Credits	12

Up to four credits may be awarded by examination or for courses taken at another college. Prerequisite for the Advanced sequence is completion of the Basic sequence or the equivalent. Students must achieve a program GPA of at least 2.0 in order to be certified.

Courses in these sequences were developed with the assistance of working technical communicators and are taught by experienced professionals. For advising and further information about these courses, transfer credit and financial assistance, call Betty Conley at 475-4936.

Public Relations and Technical Communication Services

Elizabeth Conley, Chairperson

This is a new certificate program for communicators of the nineties.

Today, in the dynamic and rapidly expanding field of public relations and technical communication, professionals face an interesting and challenging spectrum of communication tasks. In addition to the research and writing competencies that have long been the standard requisites for success in the communication field, today's professional communicators—whether within organizations or as contract service suppliers—must be prepared to oversee all phases of their projects from client request through delivery of the product, be it a brochure, training manual, or video. To manage the many functions in this process, communicators must

have good interpersonal and leadership skills, administrative skills, fundamental knowledge of print and media technologies, and an understanding of the current and emerging issues that affect the communication field.

The new certificate in Public Relations and Technical Communication Services will provide these special skills and competencies in four quarters of part-time study, as follows:

Certificate in Public Relations and Technical Communication Services	Credit Hours
Creative Leadership Skills—CHGL-393	4
Supervising Communication Services—CHGL-394	4
Managing the Project—CHGL-332	2
Managing Media Presentation—CHGL-333	2
Coordinating Publication Production—CHGL-395	2
Communication Seminar—CHGL-396	2
Total Credits	16

Courses are offered during the evening hours for the convenience of adult, employed students. To earn the certificate, students must complete all 16 credits with a program GPA of at least 2.0. However, transfer credit and appropriate work experience will be evaluated for up to four credits in the program.

Courses may be taken individually (provided individual course prerequisites are met) or as part of the certificate program. All courses may be applied to the Applied Arts and Science degree in the College of Continuing Education.

To enter the program, students must have the Certificate in either Basic or Advanced Technical Communication or the Certificate in Public Relations Communication, Professional Writing or Graphics option; substantial work experience in either public relations or technical communication; or a relevant undergraduate degree, e.g., in journalism, corporate communication, public relations, technical communication, professional communication.

All courses in the program were developed and are taught by experienced professional communicators. For advising and further information about the program, transfer credit, and financial assistance, call Betty Conley at 475-4936.

Business and Career Communication Program

Elizabeth Conley, Chairperson

Business leaders say that a key to success is the ability to communicate successfully. A CCE certificate of achievement in business and career communication may be earned by completing three, four-credit courses designed to cover written, oral, and visual communication skills. Courses may be taken separately and may be used as elective or professional concentration courses in appropriate CCE degrees.

Business and Career Communication Certificate Program	Credit Hours
Professional Presentations-CHGL-301	4
Discussions Skills & Leadership-CHGL-302	4
Communicating in Business-CHGL-307	4
Total	12

Deaf Studies Certificate

Ron Hilton, Chairperson

The Deaf Studies Certificate is intended primarily to achieve two purposes: First, to permit employees and volunteers in the private and public sectors to prepare themselves to communicate more effectively with deaf clientele, students, fellow professionals, or employees in businesses, industries, schools, colleges, and hospitals; and secondly, to provide a stimulating foundation for those who wish to pursue further education in the fields of interpreting for the deaf or deaf education.

The 16-credit curriculum is comprised of the seven courses listed below. Although a primary emphasis in the curriculum is learning both Basic Sign Language and American Sign Language, students will also deepen their understanding of the phenomenon of deafness, through courses related to the physical, psychological, social and linguistic aspects of deafness.

The courses have been designed and are largely taught by the faculty of the National Technical Institute for the Deaf.

Although substitutions of one course for another will not generally be permitted, students will be able to challenge course content in any of the courses listed.

Rochester has the second highest population per capita of deaf and hard-of-hearing individuals in the United States, a fact which has led to extensive community and educational resources for them.

Deaf Studies Certificate Program	Credit Hours
Sign Language & Manual Communication Systems I, II & III	
CHGD-211, 212, 213	6
American Sign Language I & II	
CHGD-311,312	4
Aspects & Issues of Deafness I & II	
CHGD-241,242	6
Total Credits	16

Fine and Applied Arts and Crafts Diploma Programs

Eric Bellmann, Chairperson

Fine and applied arts courses are designed to contribute to the student's personal growth and cultural enrichment. Individual courses are offered or a diploma may be earned by following a program of study in crafts, fine and applied arts, advertising design, or interior design.

Options begin with introductory courses to provide students with a basic exploration of the creative process and to help them develop visual organization skills. After taking these courses, the student will be able to earn a fine and applied arts diploma by completing the requirements in any of four areas. Students may want to include printing and photography electives in their programs after receiving an advisor's approval. Some courses are offered only in alternate years.

Students should consult with a CCE advisor to plan their course of study and to clarify goals. The chairperson can be consulted regarding course substitution.

Students enrolled in the fine and applied arts diploma program prior to Fall 1980 may elect to follow either the previous program requirements or the new program as listed.

For more information call Eric Bellmann at 475-4977.

Fine and Applied Arts and Crafts Diploma Programs (CHAA and CHAC)

Core Requirements:	Qtr.Cr.
Basic Drawing and Media.CHAF-201,202,203 6
Basic Design.CHAD-201,202,203 6
Introduction to Art Appreciation.CHGH-210 4
	16

Program Requirements:

Craft (CHAC). In addition to the core requirements each student must become familiar with three of four areas.	Qtr.Cr.
Core Requirements*	16
Major craft courses.	18
Minor craft courses.	6
Third craft choice.	2
Electives with advisor's approval.	6
	48

Fine Arts (CHAA)	Qtr.Cr.
Core requirements*	16
Drawing (3 quarters).CHAF-306 6
Basic Figure Drawing.CHAF-207 2
Figure Drawing (2 quarter credit).CHAF-317 4
Electives with advisor's approval.	20
	48

Graphic Arts and Photography

The arts side of Business and the Arts also offers graphic arts programs that are structured to provide students with a broad understanding of the graphic arts field, and, at the same time, allow them to select a major in design, printing, and photography. In addition, a program leading to an AAS in professional photography is available.

Printing Diploma

Linda Tolan, Adjunct Chairperson

This program utilizes the laboratories of the School of Printing Management and Sciences, which are completely equipped with the most modern printing machinery for all processes of producing the printed word, including flexography screen printing, lithography, gravure, and imaging. The printing program leads to a diploma indicating competency in specialized areas of printing as well as a practical understanding of the entire printing operation. All printing courses shown are open to students not enrolled as diploma candidates. Courses in the printing diploma (at the 200 level or higher) may be applied towards Graphic Arts degrees.

Printing Diploma Program	Credit Hours
Introduction to Printing	
CHGT-201, 202, 203	6
Copy Preparation-CHGT-227	3
Lithography I & II	
CHGT-265,365	6
Offset Film Assembly	
CHGT-221, 222, 223	9
Reproduction Camerawork	
CHGT-301, 302, 303	6
Human Relations	
CBCE-101, 102, 103	6
Printing Electives	4
Total	40

Photography Diploma

Andrew Davidhazy, Adjunct Chairperson

This sequence of photographic courses is designed to prepare students for the highly competitive field of professional photography. The requirements combine a thorough technical education in photography with an introduction to human relations. Because of the specific nature of the diploma, all six required courses must be completed before a diploma can be earned. Students may apply photography courses completed for the diploma towards the associate in

Advertising Design (CHAA)	Qtr.Cr.
Core requirements*	16
Display Design.CHAD-211,212,213 6
Advanced Design and Typography)-CHAD-261,262,263 6
Graphic Design.CHAD-311,312,313 6
Advertising Design.CHAD-315,316,317 6
Basic Figure Drawing.CHAF-207 2
Electives with advisor's approval.	6
	48

Interior Design (CHAA)	Qtr.Cr.
Core Requirements*	16
Display Design.CHAD-211,212,213 6
Marketing.CBCG-361 4
Interior Design.CHAD-224,225 4
History of Interior Design.CHAD-226 2
Environmental Design.CHAD-251,252,253 6
Electives with advisor's approval.	10
	48

*Core requirements are prerequisite for all diploma programs: CHAA and CHAC.
 †Formerly titled Lettering and Layout.

applied science degree in professional photography. Students completing the AAS in professional photography may continue their studies in the Graphic Arts bachelor degree program.

Photography Diploma Program		Credit Hours
Basic Professional Photography		
CHGP-201, 202, 203		12
Color Photography		
CHGP-211, 212, 213		12
Commercial Photography		
CHGP-241, 242, 243		9
Portrait Photography		
CHGP-231, 232, 233		9
Portrait Retouching		
CHGP-331, 332, 333		3
Commercial Retouching		
CHGP-321, 322, 323		3
Human Relations		
CBCE-101, 102, 103		6
or		
Psychology:		
Introduction-CHGS-211		4
Total	52-54	

role in communication, business, medicine and education, as well as being the primary means of recording moments of the present for future enjoyment.

Although at this time competition in the fields of commercial, advertising and freelance photography is very great, there is a need for qualified technicians and specialists particularly in the fields of marketing, training, medicine, graphic arts, photofinishing, law enforcement, and others.

The degree program in professional photography provides students with a balanced education comprised of courses in science, general education and applied photography. Specific educational goals can be met through careful selection from a comprehensive list of professional electives.

Course requirements

The AAS degree is awarded after completion of all courses in Phases I and II. Transfer students seeking a degree must complete 45 credits at RIT.

The primary aim of the program is to prepare students with a broad background in photography so that they may modify general knowledge to fit their particular job specialty.

Although courses are designed to serve the needs of students with a well-defined career objective, most are also suitable for improving photographic background or providing photographic training that would help further develop job skills. After receiving the AAS degree, graduates may pursue a further degree in the BS program in graphic arts with a major in photography with complete transfer of credit. Consult with chairperson for details.

Professional electives for professional photography (CHGP) degree

CHGP-404, 405, 406	Architectural Photography
CHGP-241, 242, 243	Commercial Photography
CHGP-401, 402, 403	Fashion Photography
CHGP-221, 222, 223	Illustrative Photography
CHGP-351	Industrial Photography-Instrumentation
CHGP-352	Industrial Photography—A.V. Techniques
CHGP-353	Industrial Photography-Special Topics
CHGP-301, 302	Motion Picture Photography
CHGP-431, 432, 433	Photographic Communication
CHGP-411	Photography of the Natural World
CHGP-231, 232, 233	Portrait Photography
CHGP-321, 322, 323	Retouching, Commercial
CHGP-331, 332, 333	Retouching, Portrait
CHGP-366	Dye Transfer Printing

Other courses not listed above are also acceptable. This includes topics in printing design and audio visual areas. Up to six quarter credits may be scheduled in management, quality control, electronics or other technical areas. At least 15 quarter credits must be scheduled from the professional photography area. All electives should be scheduled with the chairperson's approval.

Course requirements, Professional Photography (CHGP), AAS degree

		MATHEMATICS AND SCIENCE	Qtr. Cr.	GENERAL EDUCATION	Qtr. Cr.	PROFESSIONAL	Qtr. Cr.
95 Quarter Credits	Phase 1	Technical Mathematics . . . CTAM-201,202 Or Mathematical Thought and Processes CTAM-205 And Modern Mathematical Methods CTAM-206	8	Communications".CHGL-220 and	8	Basic Professional Photography . . . CHGP-201,202,203	12 12
			8	Dynamic Comm. r.CHGL-204 and Dynamic Comm. II.CHGL-205 Communications Elective Psychology.CHGS-211	8 4 4		
		12	EconomicsCHGS-221	4	Color Photography . CHGP-211,212,213	12	
	Phase 2			4		15	

*Suggested photographic electives are listed below. All electives for degree seeking students are to be selected with advisor's approval. At least 15 quarter credits must be from the photography area.
These communications courses require a pretest; call 475-2234 for information. Students who take CHGL-204 should also take CHGL-205; students who take CHGL-220 should also take CHGH-260.

The Graphic Arts Degree Program (CHGT)

Eric Bellmann
 Andrew Davidhazy
 Linda Tolan, Chairpersons

This program is structured to provide students with an opportunity to receive a broad understanding in the graphic arts field, and, at the same time, to select a major in design, photography or printing.

The professional courses in this program are presented in a manner which provides a well-rounded practical background in printing, photography, design, and related fields as well as a concentration of study in the student's major. Classroom instruction is supplemented by related work in studios and laboratories where actual experience is gained.

Students need not take courses in the order listed, as long as all courses are completed in one phase before proceeding to the next. After successfully completing all courses in Phases I and II, students will receive an AAS degree. If students are transferring from another institution, students must complete 45 credits within CCE.

Course requirements, Graphic Arts (CHGT), AAS and BS degrees with options in design, printing or photography

		MATHEMATICS AND SCIENCE	Qtr. Cr.	GENERAL EDUCATION	Qtr. Cr.	PROFESSIONAL	Qtr. Cr.
02 Quarter Credits	D	Technical Mathematics . CTAM-201,202 or Mathematical Thought and Processes CTAM-205 And Modern Mathematical Methods CTAM-206	8 8	Communications' CHGL-220 and Literature CHGH-260 or Dynamic Comm. r. CHGL-204 and Dynamic Comm. II. CHGL-205 Communications Elective Psychology CHGS-211	8 8 4 -4	Intro to Printing . . CHGT-201,202,203 Basic Professional Photography CHGP-201,202,203 Basic Design CHAD 201,202,203	6 12 6
	N	Contemporary Science CTCS-221 222 223 or Physics CTCP-201,202,203 (lec) -206,207,208 (lab)	12	Economics CHGS-221	4 4	Paper and Printing CHGT-251 Copy Preparation CHGT-227 Technology of Typesetting CHGT-237 Graphic Design CHAD-311,312,313 Professional Electives Lithography I. CHGT-265	3 3 2 6 10 3
04 Quarter Credits		Science, Technology and Society Electives	8		20	Reproduction Camerwork CHGT-301,302,303 Lithography II. CHGT-365 Advertising CHAD-301,302	6 3 8
	Phase 4				16	Estimating CHGT-219 Imposition and Finishing CHGT-421 Professional Electives	4 2 24

*In order to meet program objectives and prerequisites of later courses, transfer students who have an associate's degree may be required to take courses within Phase I and II. In many instances, such transfer students will be granted credit within Phase III and IV for appropriate work completed by the time of transfer.
 These communications courses require pretest; call 475-2234 for information. Students who take CHGL-204 should also take CHGL-205; students who take CHGL-220 should also take CHGL-260. All BS students must also satisfactorily pass a communications competency test.

Graphic Arts Certificate

Eric Bellmann, Chairperson

The certificate of achievement program in Graphic Arts is intended to provide students with foundational skills and knowledge in design, printing, and photography, so that they may better understand the interrelated nature of these fields, communicate better with others engaged in related tasks, and perform a wider variety of basic activities throughout the design-through-

production process. The program will also be of interest to individuals with access to desktop publishing equipment as well as those with specialized knowledge in one of the three fields. With the approval of the Chairperson, up to 6 credits may be awarded for related college-level learning. Credits from this program may be applied to appropriate CCE degrees and programs. The program may be completed in three quarters of study. Students may earn a certificate of achievement by achieving a program G.P.A. of 2.0 and completing all program requirements.

Graphic Arts Certificate Program	Credit Hours
Introduction to Printing I, II & III CHGT-201, 202, 203	6
Photography Workshop I & II CHGP-101, 102	4
Color Photography Workshop CHGP-104	2
Graphic Communication for the Non-Artist I & II CHAD-270,271	6
Total Credits	18

Science and Technology

Henry Cooke, Director
Barbara Warth, Academic Program Assistant

This division in CCE offers a variety of technical and scientific programs of study. Included are:

- AS in engineering science, computer science
- AAS in applied science in building technology, electrical technology, electromechanical technology, manufacturing technology, mechanical technology, and computer systems
- BS in applied science in mechanical, and mechanical-industrial

Each program is carefully designed to meet the student's needs as well as the particular needs of local industry for technical personnel trained to meet the requirements of Rochester's expanding industrial community.

Courses for people on rotating work schedules

If rotating work schedules make it impossible for an individual to attend regular evening classes, enrollment in certain courses is also offered during the day, and are taught by the same instructors.

Courses in this program include basic technical and general education courses which can be applied to a

diploma or AAS degree program. It is necessary to begin these course sequences in September. There are no beginning entry points in December or March for rotating work schedules.

Mathematics diagnostic examination
In order to take any of the beginning mathematics courses, a student must take a diagnostic examination to determine the level at which he or she should start the mathematics courses. An advisor should be consulted to determine where to start the mathematics sequence. Call 475-2234 to arrange an appointment to take the math exam. There is no charge for this exam.

Degree Programs BS in Applied Science

The BS in applied science programs is designed for the individual with better than average preparation in high school mathematics and science. Students having a deficiency in mathematics may wish to strengthen their skills by taking TLDT-011, 012, 013.

An intensive core of courses in mathematics, physics, chemistry, and the basic engineering sciences is required in these programs while allowing the student to develop some depth in the interest area of choice.

After completing approximately half the courses in the BS program, students receive an AAS degree. If the student already holds an AAS degree, he or she may be able to enter a BS program with minimal loss of credit. Consult an advisor for transcript evaluation before entering these programs.

Computer Systems Associate in Applied Science Degree

Alfred C. Haacke, Chairperson

The goal of this program is to provide students with the programming skills and the computer science fundamentals to enter careers as computer programmers in business or information systems.

Aside from programming skills, students acquire some of the mathematics necessary to move from programming as an art to programming as a science.

Prospective students are urged to see an advisor before enrolling in classes. For an advising appointment call 475-2218.

Course requirements, (CTDD), AAS Degree

	MATHEMATICS AND SCIENCE	Qtr. Cr.	GENERAL EDUCATION	Qtr. Cr.	PROFESSIONAL	Qtr. Cr.
Phase 1	Technical Mathematics . . . CTAM-201	4	Communications* CHGL-220	4	Introduction to Computer Science CTDS-202	4
	Technical Mathematics . . . CTAM-202	4	or	or	Programming I- Algorithmic Structures CTDP-241	4
	Discrete Mathematics CTAM-265	4	Dynamic Comm. I* CHGL-204	8	Programming II- Data Structures CTDP-242	4
	Discrete Mathematics CTAM-266	4	and	and	Assembler Language CTDP-305	4
	Business Statistics CBCH-351	4	DynamicComm.il-. CHGL-205	8		
Phase 2			Humanities Electives CHGH-		Programming III- Design and Validation CTDP-243	4
			Social Science Electives . . . CHGS-	8	Digital Computer Organization CTDS-315	4
			Liberal Arts Electives CHG?-	8	Data Organization and Management CTDS-325	4
					Business Applications Programming CTDP-307	4
					System Specification, Design and Implementation CTDS-335	4
					Computer Science Elective*	4
					Organization and Management CBCE-203	4
					Financial Accounting CBCA-201	4

* Students may choose from:
CTDS-420 Data Communications Systems
CTDS-485 Data Base Systems

" These communications courses require a pretest, call 475-2234 for information.

Mechanical-Industrial Program (CTBI)

Henry Cooke, Chairperson

The mechanical-industrial curriculum integrates management courses with

courses in engineering, science and general education in order to satisfy industry's need for qualified personnel in the manufacturing management field. Graduates of this program have a combined background in management and engineering. Students need not take courses in the order listed, as long as all courses are completed in one phase before proceeding to the next

phase. After successfully completing all courses in Phases I and II, students receive an AAS degree. In the case of transfer students seeking a degree, 45 credits of this program must be completed at RIT.

Course requirements, (CTBI), AAS and BS degrees

		MATHEMATICS AND SCIENCE	Qtr. Cr.	GENERAL EDUCATION	Qtr. Cr.	PROFESSIONAL	Qtr. Cr.
Phase 1	Phase 1	College Algebra and Trigonometry CTAM-210	4	Communications' CHGL-220	8	Machine Shop CTIS-201,202,203 (lec.)	6
		Calculus CTAM-251,252	8	Literature CHGH-260	8	206,207,208 (lab.)	
Phase 2	Phase 2	Computer Techniques CTDP-201	2	Dynamic Commun. I* CHGL-204	8	Prod. & Eng. Drwg. CTID-204	4
		Physics CTCP-301,302,303 (lec.)	12	DynamicComm.il CHGL-205	8	Accounting for Engineers CBCA-207,208	8
Phase 3	Phase 3	306,307,308 (lab.)	3	Economics CHGS-221	4	Organization and Management CBCE-203	4
		Calculus CTAM-253	4	Psychology CHGS-211	4	Engineering Mechanics CTBM-341,342	8
Phase 4	Phase 4	Engineering Chemistry CTCC-241,242(lec.)	6	Psychology - Behavior In Industry CHGS-316	4	Data Processing CBCC-321	4
		246,247 (lab.)	2	Sociology CHGS-231	4	Electrical Engineering Principles CTBE-461,462,463	12
Phase 4	Phase 4	Engineering Statistics CTAM-341,342	8	Professional Presentations CHGL-301	4	Fundamentals of Industrial Engineering	4
		Mathematics Elective	4	"Electives	12		4
						Industrial Engineering	24

In sequentially numbered courses, the lower numbered course is prerequisite.
 * These communications courses require pretest; call 475-2234 for information. Students completing BS degrees must also pass a communications competency test.
 " These electives must be selected from the areas of humanities, social sciences and language arts, subject to advisor's approval.

Mechanical Program (CTBM)

Henry Cooke, Chairperson

This curriculum is designed to provide the student with a sound basis in math-

ematics, science and general engineering. Courses in theory are supplemented by laboratory work to increase the understanding of industrial methods and techniques. The knowledge and skills acquired in this program apply to a wide variety of industrial assignments in mechanical design and manufacturing.

Courses need not be taken in the order listed, as long as all courses in one phase are completed before proceeding to the next phase. The AAS degree is awarded upon satisfactory completion of all courses in Phases I and II. In the case of transfer students seeking a degree, 45 credits of this program must be completed at RIT.

Course requirements, (CTBM), AAS and BS degrees

		MATHEMATICS AND SCIENCE	Qtr. Cr.	GENERAL EDUCATION	Qtr. Cr.	PROFESSIONAL	Qtr. Cr.
Phase 1	Phase 1	College Algebra and Trigonometry CTAM-210	4	Communications' and Literature. CHGH-260	● or 8	Machine Shop CTIS-201,202,203(lec.) 206,207,208 (lab.)	6
		Calculus CTAM-251,252	8	Dynamic Comm. 1* and DynamicComm.il	CHGL-204 CHGL-205	Prod. & Eng. Drwg. CTID-204	4
Phase 2	Phase 2	Computer Techniques CTDP-201	2	Economics. CHGS-221	4	Engineering Mechanics CTBM-341,342	8
		Engineering Chemistry CTCC-241,242(lec.) 246,247 (lab.)	6 2			Manufacturing Analysis. CTEF-201,202,203	9
Phase 3	Phase 3	Math Elective	4	History or Political Science	4	Strength of Materials CTBM-344 (lec.) 354 (lab.)	3 1
		Calculus CTAM-253	4	Psychology. CHGS-211	4	Materials Technology I CTEF-314	3
Phase 4	Phase 4	Calculus CTAM-305	4			Materials Technology II CTEF-315	3
		Physics CTCP-301,302,303 (lec.) 306,307,308 (lab.)	12 3	"Electives	12	Thermodynamics. CTBM-401,402	8
		Math Elective	4	Literature Elective	4	Electrical Engineering Principles CTBE-461,462,463	12
						Machine Design CTBM-551,552,553	9
						Fluid Mechanics CTBM-411,412	8
						Electives	6

• These communications courses require pretest; call 475-2234 for information. Students completing BS and B. Tech. degrees must also pass a communications competency test
 * These electives must be selected from the areas of humanities, social sciences and language arts, subject to advisor's approval.
 In sequentially numbered courses, the lower numbered course is prerequisite.

Engineering Science (CTSE)

Henry Cooke, Chairperson

This AS program in engineering science is designed to prepare the student to pursue a BS in engineering. The program permits orderly transfer into

RIT's College of Engineering to continue pursuit of the baccalaureate degree in engineering through completion of upper-level courses made available during the evening hours by the College of Engineering. These degree programs are accredited by the Engineering Accreditation Commission of the Accreditation Board for Engineering and Technology (ABET).

Students with a strong high school mathematics and science background

can earn the engineering bachelors degree in two stages at RIT.

After earning the AS degree in engineering science students are eligible to apply to the College of Engineering for admission in the baccalaureate program in engineering. Students accepted in this program can complete an engineering degree through continued part-time study.

Course requirements, Engineering Science (CTSE), AS Degree

		MATHEMATICS AND SCIENCE	Qtr. Cr.	GENERAL EDUCATION	Qtr. Cr.	PROFESSIONAL	Qtr. Cr.
48 Quarter Credits	Phase 1	CTAM-251 252,253	12	CHGL-220	4	CTID-211	2
		Physics CTCP-301,302,303 (lec.) 306,307,308 (lab.)	12 3	or Dynamic Comm. I* and Dynamic Comm. II	4 8	Engineering Mechanics CTBM-341,342 Computer Programming for Engineers CTDP-320	8 4
				CHGL-205			
48 Quarter Credits	Phase 2	CTAM-305	4	CHGS-211	4	CTBE-401 (lec.)	3
		Differential Equations CTAM-306	4	Economics	4	406 (lab.)	1
		CTAM-328	4	CHGS-221	4	CTEE-321 (lec.)	3
		Engineering CTCC-241,242 (lec.)	6	Literature	4	CTEE-326(lab.)	1
		Chemistry 246,247 (lab.)	2				
Modern Physics CTCP-457,458	8						

* These communications courses require pretest; call 475-2234 for information.

Computer Science Associate in Science Degree

Henry Cooke, Chairman

The AS program in Computer Science is designed to prepare the student to pursue a B.S. degree in computer science. The program permits orderly

transfer into RIT's School of Computer Science and Technology to continue studying towards the baccalaureate degree offered part-time during evening hours by the School of Computer Science and Technology. Part-time B.S. degree students of the School of Computer Science and Technology must complete all of the school's requirements, including co-op.

Prospective students are urged to meet with an academic advisor before enrolling in this program. Please call 475-2218 for an advising appointment.

Course requirements, (CTDE), AS Degree, Computer Science

		MATHEMATICS AND SCIENCE		Qtr. Cr.	GENERAL EDUCATION		Qtr. Cr.	PROFESSIONAL		Qtr. Cr.	
48 Quarter Credits	Phase 1	CTAM-251		4	CHGL-220		4	CTDS-202		4	
		CTAM-252		4	CHGL-204		6	Programming 1- Algorithmic Structures . .		CTDP-241	4
		CTAM-253		4	and			Programming II- Data Structures		CTDP-242	4
		Discrete Mathematics. .	CTAM-265	4	Dynamic Comm. II	CHGL-205	8	Assembler Language		CTDP-305	4
		Discrete Mathematics. .	CTAM-266	4	Humanities Electives! . . .	CHGH-					
48 Quarter Credits	Phase2	Engineering Statistics . . .	CTAM-341	4	Social Science Electives! . .	CHGS-	8	Programming III- Design and Implementation		CTDP-243	4
			CTCP-301	4	Liberal Arts Elective	CHGH-260	4	Digital Computer			
			CTCP-306	1		CHG?-	4	Data Organization and			
			CTCP-302	4				Computer Science Elective*		CTDS-315	4
		Physics Lab	CTCP-307	1						CTDS-325	4
		Physics Lab	CTCP-303	4							
	Physics Lab	CTCP-308	1								

* Students may choose from:
 CTDP-307 Business Applications Programming
 CTDP-320 Computer Programming for Engineers

† Courses may not be chosen from the same discipline.

* These communications courses require a pretest, call 475-2234 for information.

Associate in Applied Science Programs (AAS)

Henry Cooke, Chairperson

Industrial Technology

Associate degree programs in building technology, electrical technology, electromechanical technology, and mechanical technology are designed to allow an employed individual to develop the technical skills needed to function at the technician level and to earn the AAS degree usually required for the job title "technician." Course work is applied and practical, emphasizing laboratory experiences.

Each program contains a core of technical mathematics and physics to prepare the student for the technical courses to follow.

Candidates for this program should have completed at least two years of high school mathematics including algebra and trigonometry. Students having a deficiency in mathematics may wish to strengthen their skills by taking TLDT-011,012,013.

Several of these beginning courses are offered on a shift schedule to accommodate those working a rotating shift. A core of general education courses is required and structured to develop the student's skills in communications and interpersonal relations essential to the technician.

Courses need not be taken within any phase in the order listed, so long as all courses in one phase are completed before proceeding to the next phase. After successfully completing all courses in Phases I and II, the student will receive an AAS degree (about 5 years of two courses per term). A student transferring from another institution must complete 45 credits of this program at RIT.

Many graduates of these programs continue on to the B. Tech. degree in engineering technology.

Electrical Technology (CTIE)

This program is designed to prepare the student for a career at the technician level in the field of electricity and electronics.

Phase I is devoted to providing the student with the mathematics and science background necessary to master the technical courses which follow. These technical courses provide the broad practical background of electricity and electronics required of the technician in industry. Instruction is supplemented by related work in the laboratories, where the student will gain actual work experience in handling and operating electrical equipment.

Course requirements, (CTIE), AAS degree

		MATHEMATICS AND SCIENCE	Qtr. Cr.	GENERAL EDUCATION	Qtr. Cr.	PROFESSIONAL	Qtr. Cr.	
96 Quarter Credits	Phase 1	Technical Mathematics CTAM-201,202	8	CHGL-220	8	Prod. & Eng. Drwg. CTID-204	4	
		Technical Calculus CTAM-203	4	Literature and CHGH-260	8	Elements of Electricity and Electronics CTIL-201,202,203 (lec.) 206,207,208 (lab.)	12	
		College Physics CTCP-201,202,203(lec.)	9	Dynamic Comm. I* and CHGL-204	8			
		206,207,208 (lab.)	3	Dynamic Comm. II CHGL-205				
	Phase 2				Psychology CHGS-211	4	Applied Electronics CTEE-361,362,363	12
					Economics CHGS-221	4	366,367,368	
							Machines and Power CTIL-301,302	8
							Systems. 306,307	
							Computer Techniques CTDP-201	2
							Digital Systems. CTEE-321	3
					Digital Systems (lab). CTEE-326	1		
					Programmable Controllers CTEE-331	3		
					Microprocessors. CTIL-353	3		
					Microprocessors (lab) CTIL-358	1		
					Electives!	4		

† All electives must be selected with advisor's approval.
 * These communications courses require pretest; call 475-2234 for information.

Electromechanical Technology (CTIL)

The manufacture of new and sophisticated equipment and complicated devices in which a number of electrical, electronic and mechanical principles are involved in one function or one piece of equipment, has led to the demand by industry for a new technology recognized by the composite word "electromechanical." A graduate of this dual-discipline program will be qualified to assist in design and development of new devices and to install,

operate, service and maintain complex electromechanical assemblies. A graduate could also qualify for employment in automation and numerical control systems. The curriculum has a mathematics and science base with applications in electricity, electronics and mechanics. The emphasis is on the interrelationship of electronic and mechanical principles in systems and devices in which these principles are interdependent.

Course requirements, (CTIL), AAS degree

		MATHEMATICS AND SCIENCE	Qtr. Cr.	GENERAL EDUCATION	Qtr. Cr.	PROFESSIONAL	Qtr. Cr.
9S Quarter Credits	Phase 1	Technical Mathematics . CTAM-201,202 College Physics CTCP-201,202,203(lec.) 206,207,208 (lab.)	8 9 3	Communications*CHGL-220 and Literature. CHGH-260 or Dynamic Comm. I*CHGL-204 and DynamicComm.IICHGL-205	8 or 8	Prod. & Eng. Drwg.CTID-204 Elements of Electricity and Electronics . . . CTIL-201,202,203(lec.) 206,207,208 (lab.) Mechanical Components and	4 9 3 8
	Phase 2			Psychology.CHGS-211 Elective	4 4	Machine and Power Systems.CTIL-301,302(lec.) 306,307 (lab.) Pneumatic and Hydraulic 308 (lab.) CTEE-326 (lab.) Computer Systems.CTEE-323 Electromechanical Devices and Systems.CTIL-351,352 Microprocessors (lec.) CTIL-353 Microprocessors (lab.) CTIL-358	6 2 3 1 3 1 3 8 3 1 3

* These communications courses require pretest; call 475-2234 for information.

Building Technology (CTIJ)
David Onesti, Adjunct Chairperson

This program is structured to provide the student with a broad understanding of the building industry, while majoring in architectural technology or construction technology.

The architectural technology major provides in-depth training in all aspects of architectural drawing to qualify a graduate for employment as an architectural technician. The professional courses in this major are designed to meet individual requirements.

The construction technology major provides a more general background in building construction and qualifies the student for career opportunities in the building industry.

In addition to purely technical courses relating to the building industry, the program includes courses in college mathematics and physics as well as a selection of courses in general education.

Course requirements, (CTIJ), AAS degree

	MATHEMATICS AND SCIENCE	Qtr. Cr.	GENERAL EDUCATION	Qtr. Cr.	PROFESSIONAL	Qtr. Cr.
	Technical Mathematics . CTAM-201,202 College Physics CTCP-201,202,203 (lec.) 206,207,208 (lab.)	8 9 3	Communications'.CHGL-220 and Literature.CHGH-260 or Dynamic Comm. 1*.CHGL-204 and Dynamic Comm. II.CHGL-205	8 or 8	Architectural Drawing CTIB-201,202,203,204,205,206	12
			Economics.CHGS-221	4 4	Architectural Drawing"CTIB-207,208,209 Strength of Materials.CTEM-303 Building Materials.CTIB-241 Building Construction . . .CTIB-242,243 Construction Contracting . . .CTIB-251 Building Estimating (Residential)—.CTIB-252 Building Estimating (Commercial)**.CTIB-253 Structural Theory.CTIB-301 Structural Design.CTIB-302 Surveying.CTIB-231 Electives	6 4 4 3 6 3 3 3 4 4 4 8

All electives must be selected with advisor's approval.
**These communications courses require pretest; call475-2234 for information.*
*** Required for Architectural Technology.*
**** Required for Construction Technology*

Mechanical Technology (CTIM)

This program is designed to prepare a student for a career at the technician level in the mechanical field. Phase I provides the mathematics and science background necessary to master the technical courses which follow. These technical courses in mechanics, materi-

als, design, and manufacturing procedures cover the broad principles of mechanical engineering. The program is designed to meet the needs of industry for training in design, development, test engineering, manufacturing and other branches of this broad field.

Course requirements, (CTIM), AAS degree

		MATHEMATICS AND SCIENCE	Qtr. Cr.	GENERAL EDUCATION	Qtr. Cr.	PROFESSIONAL	Qtr. Cr.
95 Quarter Credits	Phase 1	Technical Mathematics . CTAM-201,202 Technical Calculus CTAM-203 College Physics CTCP-201,202,203(lec.) 206,207,208 (lab.)	8 4 9 3	Communications* and CHGL-220 Literature. CHGH-260 or Dynamic Comm. 1* CHGL-204 and DynamicComm.il CHGL-205	8 or 8	Prod. & Eng. Drag. CTID-204 Machine Shop CTIS-201,202,203 206,207,208 (lab.)	4 8
	Phase 2			Economics. CHGS-221 Psychology. CHGS-211	4 4	Manufacturing Analysis .. CTEF-201,202 Applied Mechanics and Strength of Materials CTEM-301,302,303 Materials Technology I CTEF-314 Materials Technology II CTEF-315 Production Control. CTEF-391 Principals of Mechanical Design. CTEM-315,316,317 Elective	6 12 3 3 3 6 6

Manufacturing Technology (CTED)

This program is designed to prepare a student for a career at the technician level in the field of manufacturing. Emphasis is on the practical aspects of process and materials courses, work measurement and design, as well as the concepts of computer numerical control. Graduates of industrial training programs may find this program offers additional growth opportunity from the vocational to the professional levels.

Lower Division Technical Electives

Mechanical/Manufacturing Electives

- CTEF-203 Manufacturing Analysis
- CTEF-328 Report Writing
- CTEF-360 Introduction to Numerical Control

Course requirements, (CTED), AAS degree

		MATHEMATICS AND SCIENCE	Qtr. Cr.	GENERAL EDUCATION	Qtr. Cr.	PROFESSIONAL	Qtr. Cr.
95 Quarter Credits	Phase I	Technical Mathematics . CTAM-201,202 Technical Calculus. CTAM-203 Introduction to Computers and Programming CTDS-200	8 4 4	_____ CHGL-220 and _____ CHGH-260 or Dynamic Comm. 1* _____ CHGL-204 and Dynamic Comm. II _____ CHGL-205	8 or 8	Machine Shop CTIS-201,202,203 206,207,208 (lab.) _____ CTID-204 Materials Technology I CTEF-314 Materials Technology II CTEF-315	6 4 3 3
	Phase II	College Physics CTCP-201,202,203(lec.) 206,207,208 (lab.)	9 3	_____ CHGS-221 _____ CHGS-211	4 4	Manufacturing Analysis .. CTEF-201,202 Intro to Numerical Control CTEF-3Rn _____ CTEM-301 Strength of Materials CTEM-303 Report Writing CTEF-328 TimeStudy CTEF-380 Tool Design CTEF-370 Technical Electives . .	6 4 4 4 2 3 4 6

* These communications courses require pretest; call 475-2234 for information.

Diploma Programs

A diploma of the Institute can be earned by completing one of four technical diploma programs. These programs are carefully planned to include the basic courses in their respective specialized fields, so that maximum benefit will accrue for a minimum expenditure of time. Enrollment in or completion of a diploma program does not preclude the possibility of later pursuing a degree program; in fact some courses are applicable to degree programs if the student should decide to pursue a degree at a later time.

Students not interested in pursuing a diploma program may register for individual courses of their choice as long as they meet any prerequisites.

Diplomas of the Institute are granted in the following programs: instrument making and experimental work; machine shop; tool and die making; turret lathe and chucker operation and set-up, computer service technology.

Machine Tool Programs
Apprenticeship programs
 In cooperation with local industry, CCE offers a wide selection of courses applicable to apprenticeship programs. Applicants seeking to complete courses required in apprenticeship programs should consult with their company training director to determine courses required.

Machine shop
 For tool room work, there are a number of precision machines to perform the required machining operations such as: Bridgeport vertical mills, Pratt & Whitney jig bore, cylindrical grinders, surface grinders, electrical discharge machines (EDM), engine lathes, pantograph machine and punch presses for trying out of dies. Other active facilities in the machine shop are numerical control, computer-aided manufacturing (CAM), and heat treating labs.

When registering for the following programs, a student must register in the proper sequence. For example, when Shop Mathematics (TLDT-051) has been completed, the next course to complete would be TLDT-052, etc.

Specialized industrial training
 Specialized intensive training programs may be developed on a one-time basis or as on-going programs to meet the specific needs of a given company or organization.

If seeking advanced standing in subjects in the machine shop area, a student must submit transcripts of courses taken at other schools and/or take an examination in those courses for which the student seeks credit. The examination fee is \$50 per credit. An admission card must be received before being admitted to the test. The test may be scheduled at City Center. For further information call Liz Paciorek at 475-4994.

Course Requirements

TOOL AND DIE MAKING (CTML)		INSTRUMENT MAKING AND EXP. WORK (CTMI)	
Phase 1	Mechanical Blueprint Reading. CTID-200 Machine Shop Lecture. CTIS-201,202,203 Machine Shop Lab. CTIS-206,207,208 Shop Mathematics. TLDT-051,052,053	Phase 1	Mechanical Blueprint Reading. CTID-200 Machine Shop Lecture. CTIS-201,202,203 Machine Shop Lab. CTIS-206,207,208 Shop Mathematics. TLDT-051,052,053
2	Advanced Machine Shop I. CTIS-104,105,106 Shop Trigonometry. TLDT-054,055,056	2	Instrument Making I. CTIS-111,112,113 Shop Trigonometry. TLDT-054,055,056
3	Tool & Die Making I. CTIS-121,122,123 Heat Treatment. CTIS-161,162	3	Instrument Making II. CTIS-114,115,116 Heat Treatment. CTIS-161,162
4	Tool & Die Making II. CTIS-124,125,126 Human Relations. CBCE-101,102,103	4	Instrument Making. CTIS-117,118,119 Human Relations. CBCE-101,102,103
5	Tool & Die Making II. CTIS-127,128,129 Electives (any 3 quarters)	5	Electives (any 3 quarters)
MACHINE SHOP (CTMS)		Starting Classes for Mid Year	
Phase 1	Mechanical Blueprint Reading. CTID-200 Machine Shop Lecture. CTIS-201,202,203 Machine Shop Lab. CTIS-206,207,208 Shop Mathematics. TLDT-051,052,053	Winter Mach. Lec. CTIS-201 Mach. Lab. CTIS-206 Math CTIS-157 B/P CTID-200	Spring B/P CTID-200
2	Advanced Machine Shop I. CTIS-104,105,106 Heat Treatment. CTIS-161,162		Summer Mach. Lec. CTIS-204 Mach. Lab. CTIS-209
3	Advanced Machine Shop II. CTIS-107,108,109 Human Relations. CBCE-101,102,103		
	Electives (any 3 quarters of the following): Precision Measurement. CTIS-101,102,103 Engineering Drawing. CTID-204 Industrial Plastics. CTEF-210 Numerical Control (CNC) Mill. CTIS-281 Numerical Control (CNC) Lathe. CTIS-282 Computer Programming for N/C (CAM). CTIS-283 Intro. GD&T. CT1D-205		

Computer Service Technology

The advent of the "personal computer," the use of computer controlled machines in industry, and the increased use of computers in large and small business, have created a need for technicians to service this hardware. This exciting field will continue to grow, and the demand for individuals trained in the maintenance of computers and computer controlled devices will expand as new applications for computers develop.

Students in the Computer Service Technology diploma program study electricity and electronics, computer related courses dealing with hardware, microprocessors, and CPU operation, as well as work related courses in math and communications. The facilities used in the program provide opportunities for extensive experience on a variety of equipment used in the repair of computers and exposure to a sampling of the computer hardware used today.

Computer-Aided Drafting Certificate

Computer-aided drafting (CAD) is changing the role of drafters, designers, and engineering professionals. This has resulted in a need for advanced skills and knowledge in order to remain current.

The certificate is designed for individuals who have a strong drafting/design background (individuals without this experience may enroll in the Engineering Graphics Certificate courses).

The certificate requires 20 quarter credit hours of study which may be completed in one year. For further information, contact the Drafting/CAD/CAM department at 475-5028.

Engineering Graphics Certificate

The Engineering Graphics Certificate is designed for individuals who are interested in gaining the knowledge and skill to enter the drafting and design field. The program includes mechanical drawing, machine shop, and other technical courses. The certificate may be completed in one year of study.

Computer Service Tech. Requirements

FIRST QUARTER	COURSENUMBER	CREDIT
Dynamic Communications	0236-204	04
Introduction to Computer Operations 1	0275-237	03
SECOND QUARTER		
Technical Mathematics	0240-201	04
Introduction to Computer Operations II	0275-238	03
THIRD QUARTER		
Interpersonal Communication for Customer Service	0236-340	04
Elements of Electricity/Electronics	0264-201	03
Elements of Electricity/Electronics Lab	0264-206	01
FOURTH QUARTER		
Elements of Electricity/Electronics	0264-202	03
Elements of Electricity/Electronics Lab	0264-207	01
FIFTH QUARTER		
Digital Circuits	0275-234	04
Micro-Computer Organization	0275-240	04
SIXTH QUARTER		
Computer Systems Troubleshooting	0275-250	04
Total		38

CAD/CAM Certificate

Fall	Qtr. Cr.	Winter	Qtr. Cr.	Spring	Qtr. Cr.
Intro to Computer Operations 1 CAIC-237	3	Intro to Computer Operations II CAIC-238	3	CAD CTID-347	3
				Special Project (Indep. Study) CTID-398	2
Intro to CIM CTID-301	3	Intro to CAD CTID-345	2	CAM-CNC CTID-348	4
	6		5		9
Total					20

Engineering Graphics Certificate

Fall	Qtr. Cr.	Winter	Qtr. Cr.	Spring	Qtr. Cr.	Summer	Qtr. Cr.
Prod. and Eng. Dwg. CTID-204	4	Computerized Descriptive Geom. CTID-210	4	Manufacturing Processes CTID-215	4	Intro.to CAD CTID-345	2
Machine Shop Lecture CTIS-201	1	Machine Shop Lecture CTIS-202	1	Electrical/Electronics Schematic Interpretation CAIC-212	2	Material Selection CTID-216	2
Machine Shop Lab CTIS-206	1	Machine Shop Lab CTIS-207	1				
	6		6		6		4
Total							22

Graduate Studies In Applied and Mathematical Statistics

Statistics is the body of theories and methods which deals with the data obtained by counting or measuring the properties of populations. It may also be regarded as the science of making decisions in the face of uncertainty. Today, statistical methods are being successfully applied to solve problems and to enhance learning over a broad spectrum of industrial, research, educational, business, and government activities. To aid those needing the basic statistical tools to collect and analyze data, as well as those needing to update their present statistical skills, the master of science degree in applied and mathematical statistics is offered by the College of Continuing Education at RIT through the Center for Quality and Applied Statistics. Several options, including thesis and non-thesis options, are available. Students electing a plan of study that includes a thesis must successfully complete 36 quarter hours of course work in addition to an acceptable thesis. Non-thesis options require the candidate for the MS to successfully complete 45 quarter hours of course work.

Requirements

For the master of science in applied and mathematical statistics degree, the satisfactory completion of the following courses is required:

Two basic courses:

(These may be waived by the department chairperson upon evidence of equivalent learning, experience or competency.) CQAS-711 and 712 Fundamentals of Statistics I & II

Six core courses:

CQAS-742 Statistical Computing
CQAS-801 and 802 Design of Experiments I & II
CQAS-821 and 822 Theory of Statistics I & II
CQAS-841 Regression Analysis I

The core courses are expected to be completed early in a student's program. Upon completion of the core courses or after 30 hours of instruction, a written examination is required. After successful completion of the examination, the remainder of the program is prepared with the advice and counsel of the departmental advisor.

Four required career options courses:

A new feature of the MS program is a logical grouping of core requirements, existing and new courses, which will allow the student to specialize within his or her career endeavors. The five specialized career options are:

Quality Control in Industry

CQAS-721 Statistical Quality Control I
CQAS-731 Statistical Quality Control II
CQAS-781 Quality Management
CQAS-782 Quality Engineering

Industrial Statistics

CQAS-761 Reliability
CQAS-783 Quality Engineering by Design
CQAS-856 Interpretation of Data
CQAS-875 Empirical Modeling

Administrative Applications of Quality Control

CQAS-781 Quality Management
CQAS-853 Managerial Decision Making
CQAS-873 Time Series Analysis
CQAS-721 Statistical Quality Control I

Statistical Theory and Methods

CQAS-824 Probability Models
CQAS-830 Multivariate Statistics I
CQAS-831 Multivariate Statistics II
CQAS-842 Regression Analysis II

Quality Control in the Health Sciences

CQAS-721 Statistical Quality Control I
CQAS-791 Statistical Methods in Health Sciences
CQAS-792 Biological Assays
CQAS-851 Nonparametric Statistics

Each career option has four required courses. A departmental advisor will work with each student in identifying the appropriate career option and in developing a total program structured to achieve individual professional objectives.

Five electives may be taken from other courses listed under "Course Descriptions" in such areas as quality control, managerial decision making, multivariate analysis, sample surveys, reliability, and probability theory.

The total of 15 or 17 courses, each counting 3 quarter credits, comes to 45 or 51 credits depending on whether the basic courses (711-712) are waived. As indicated above, studies are normally completed in two to four years by attendance one or two nights a week.

Department of Career and Human Resource Development

Stan Bissell, Acting Director

Human Resource Development Today

The field of human resource development continues to expand and gain stature as an independent field. Government, industrial, educational, and other organizations are recognizing that their future success depends on cultivating the potential of the people who work at all levels in the organization—not only in top positions, but also in entry-level and middle-level positions. Competent executives who are mapping their organizations' futures do not ignore the fact that their people are the single most important resource for ensuring future success.

These executives and their organizations are turning to individuals with the necessary skills and knowledge to assist in this important process. These individuals, identified by a variety of titles—trainers, counselors, internal and external consultants, personnel administrators, human resource planners—need very specific education, training and skills.

Graduates of RIT's program in Career and Human Resource Development meet this need.

The Program

The Career and Human Resource Development Program is a 52 quarter credit hour program with three major curriculum components: career development, organizational development, and human resource development. Students are required to take a theory course and techniques courses in each area. Students have the option of concentrating in a specific area through their choice of additional techniques courses and electives.

Many work environments are open to graduates of the program. Students focus on the environment of their choice—education, business, industry, public agencies—through their selection of projects, research topics and the setting of their internship.

Admissions Requirements

Admission requirements for the master of science degree include:

- Successful completion of the baccalaureate degree at an accredited college or university.
- A cumulative grade point average of 3.0 or above or evidence of relevant professional performance.
- Two letters of reference.
- A recent writing sample.
- An oral presentation.
- An interview with program faculty.

All credentials must be submitted and reviewed by the faculty prior to the completion of 12 quarter credit hours of graduate work in the program.

Application forms are available from the Office of Graduate Studies, RIT Admissions, or the department. Call 475-5062 for further information.

Financial Assistance

In addition to the assistance available through the RIT Financial Aid Office (716/475-2186) or the dean of Graduate Studies (716/475-6523), the department has scholarship and assistantship opportunities. The number and kind vary from year to year. For more information contact the CHRD Department (716/475-5062) for further information.

Degree Requirements

The degree requires the completion of a minimum of 52 quarter hours at the graduate level. Of the 52 hours, 24 are in nine courses required of all students. In addition, all students are required to complete 15 credits in techniques courses and 13 credits of electives. The degree can usually be completed in five consecutive quarters if the student starts in the Fall Quarter. However, the majority of students attend part time and take from two to four years to complete the degree work. Students must maintain a B average, and complete the degree within seven years from the first course taken and applied to the degree. Almost all courses are offered in the evenings, giving students the freedom to work during the day while they take courses.

Students are relatively free to choose the electives they feel best meet their needs. The only restrictions are: all courses must be graduate-level courses; a maximum of 12 quarter hours (not counted toward another degree) may be transferred from another college or university; a maximum of 12 hours may be taken outside the department of Career and Human Resource Development.

Upon matriculation, each student is assigned an academic advisor. At this time the student and advisor will develop a plan of study. For specific questions about courses and a plan of study, the advisor or department director should be consulted.

Required Courses	Credit Hours
Introduction to Career & Human Resource Development-CHRD-700	3
Empirical Methods in CHRD-CHRD-705	3
Applied Data Analysis for CHRD-CHRD-707	3
Theory of Organizational Development-CHRD-710	3
Theories of Career Development-CHRD-720	3
Theory of Human Resource Development-CHRD-730	3
Internship-CHRD-877 *	6

**For students with appropriate professional experience special projects or additional course work may be substituted for the Internship. Departmental approval is required.*

Organizational Development Techniques Courses	
Futures Research & Simulation-CHRD-711	3
Planning & Evaluation in Organizational Development-CHRD-712	3
Practice of Consultation in Organizational Development-CHRD-713	3
Career Development Techniques Courses	
Career Counseling Techniques I-CHRD-721	3
Career Counseling Techniques II-CHRD-722	3
Information Use in Career Planning-CHRD-723	3

Human Resource Development Techniques Courses	
Techniques of HRD-CHRD-731	3
Design & Delivery of Training-CHRD-732*	2
Needs Assessment & Proposal Development-CHRD-733	3
<i>*CHRD-732 may be taken more than once.</i>	
Electives	
Group Leadership-CHRD-740	3
Microcomputer Applications in CHRD-CHRD-750	3
Special Projects-CHRD-850	Variable
Special Topics-CHRD-891	3
Independent Study—CHRD-890	Variable

Electives May Include:
Techniques courses not applied to degree requirements.

Courses in other graduate-level programs at the Institute with permission of advisor.

Degree Requirements	
24 Credits—Required Courses	
15 Credits—Techniques Courses	
13 Credits—Electives	
52 Credits Total	

College of Continuing Education

Business and the Arts

Accounting

CBCA-201 Financial Accounting
Registration #0201-201

Emphasis is placed on analyzing and recording business transactions, and understanding the results of these transactions. Preparations of basic financial statements required by any business are included.

Credit 4

CBCA-203 Managerial Accounting
Registration #0201-203

The functions and uses of accounting information are presented. Emphasis is placed on the preparation and operation of dynamic budget and the use of accounting data for control and profit planning. (CBCA-201)

Credit 4

CBCA-207,208 Accounting for Engineers
Registration #0201-207,208

A survey of basic accounting principles for those interested in a general understanding of accounting terminology, its functions within an organization and the application of accounting data in decision making.

Credit 4/Qtr.

CBCA-308,309 Intermediate Accounting I & II
Registration #0201-308,309

Designed to broaden understanding of accounting practices and improve skills in gathering, analyzing, reporting, and evaluating accounting theory and concepts as they relate to business problems. (CBCA-203)

Credit 4/Qtr.

Business Law

CBCB-301 Business Law I
Registration #0202-301

Introductory course in business law including basic legal principles and procedures, criminal law, torts, contracts, sales, and real property.

Credit 4

CBCB-302 Business Law II
Registration #0202-302

Continuation of CBCB-301 includes law agency, partnerships, corporations, insurance and bankruptcy. Also presents survey of commercial paper, secured transactions, and bank deposits.

Credit 4

CBCB-310 Legal Environment of Business
Registration #0202-310

Foundation course which introduces: the function of law in society; the fundamentals of the federal and state court systems; contract formation (offer, acceptance, consideration, and capacity) and related ethical issues; and the emergence of the federal regulatory agencies and the practical impact of these agencies on the American business community.

Credit 4

Data Processing and Systems Analysis

CBCC-321 Data Processing Principles
Registration #0203-321

Introduction to computer technology including an examination of the current concepts, functions and techniques associated with information processing. This course includes discussion and practical examples of the interrelatedness of computer operations, programming, and systems analysis. Typically includes minimal introductory exposure to computer lab and a few computer applications assignments.

Credit 4

CBCC-322 Data Processing Systems
Registration #0203-322

Covers the spectrum of management considerations pertaining to the use of computers in business systems. Provides a methodology for effective planning, development, installation, and management of computer based business information systems. (CBCC-321 or equivalent)

Credit 4

CBCC-351 BASIC Programming for
Registration #0203-351 Business

An introduction to computers and computer programming for business students. After a brief survey of computer systems and terminology, this course introduces the student to BASIC programming covering all major functions; problems and examples will be drawn from business applications. Students will learn how to use a time-shared computer system. NOTE: Not for computer science majors.

Credit 2

Finance

CBCD-204 Personal Financial
Registration #0204-204 Management

The main objective of this course is to enable you to manage your personal finances more effectively. The course deals with personal budgeting, protection of personal assets, consumer credit, investments, and estate planning

Credit 4

CBCD-304 Personal Financial Decision
Registration #0204-304 Making

The course will focus on the financial decision-making process from an individual planning perspective to include basic tax planning concepts, accumulation, and retirement planning models. This course will expand on the topics presented in Personal Financial Management (CBCD-204), with particular emphasis on planning for decisions related to insurance, investments, and estate transfers. Throughout the course basic mathematical concepts (compounding, discounting, etc.) and the effects of taxation will be applied to each area.

Credit 4

General Management

CBCE-101,102,103 Human Relations
Registration #0205-101,102,103

Designed to acquaint both employees and supervisors with basic principles of human behavior: motivation, morale, leadership, communication, emotional understanding and organizational behavior. Managerial aspects common to all supervisory positions emphasized. An identical daytime class also available for shift workers.

Credit 2/Qtr.

CBCE-200,201,202

The Management Process

Registration #0205-200,201,202

A comprehensive three-quarter course in effective supervision and management for supervisors and potential supervisors. Approximately 50 topics of current importance to supervisors are presented, as well as essential management principles, business communications, and practical supervision techniques. Specific supervisory problems of course participants are discussed in informal sessions and through projects conducted outside the classroom. Instruction is usually guided by a team of management specialists. Lecture-discussion, panel presentations, audiovisual presentation, simulation exercises and case studies. (Course extends over three consecutive quarters and should be taken in sequence.) A management certificate is awarded for successful completion of the course.

Credit 4/Qtr. (12 total)

CBCE-203

Organization and Management

Registration #0205-203

A general introduction to the major management functions and the organization of business. Topics include business and personal planning, organizing, staffing, implementing, directing, control, time management, appraisal, compensation, organization theories, decision-making, problem solving, influences on managerial decision making, communication, management styles and motivation. Extensive use is made of learning groups in which students work together to discuss and apply concepts. Some out of class time is required to prepare for a learning group presentation.

Credit 4

CBCE-305

Customer Relations Systems

Registration #0205-305

This course provides an introduction to basic concepts of how to develop, implement, and measure processes to improve customer satisfaction. Includes innovative techniques to determine how customer care can be integrated as a standard business practice and how concepts of quality can be applied toward achieving customer care.

Credit 4

CBCE-306

Customer Service Technology

Registration #0205-306

An overview and analysis of technological systems for handling goods and information quickly and cost effectively to maximize customer satisfaction.

Credit 4

CBCE-353

Management Science

Registration #0205-353

Foundation course which introduces mathematical model-building and the use of management science in the decision-making process. Mathematical techniques will include: linear programming; the assignment model; the transportation model; inventory control models; critical-path models (PERT/CPM); and computer simulation. Homework assignments will include running "canned" computer application programs. (CBCH-201, 202, 351, 352 and CBCC-321)

Credit 4

CBCE-298,398

Special Topics: Management

Registration #0205-298,398

Special topics are experimental courses offered quarterly. Watch for titles in the course listing each quarter.

Credit Variable

Small Business Management

CBCE-221

New Venture Development

Registration #0205-221

Course presents factors to be considered by those interested in the ownership and management of small business enterprises. Includes who should be an entrepreneur, guidelines for starting a new business, basic legal consideration, and approaches for obtaining capital and credit.

Credit 4

CBCE-222

Small Business Management

Registration #0205-222

and Finances

The functions required to successfully manage and finance a small business are presented. A variety of topics include staffing a small business, purchasing and supplier relations, consumer credit policies, and the financial and administrative controls necessary to minimize business risk.

Credit 4

CBCE-223

Small Business Marketing

Registration #0205-223

and Planning

Presents various successful planning and marketing approaches (including market determination, distribution and pricing strategies). The regulatory environment facing small business is included along with techniques for planning growth.

Credit 4

Health Care Management

CBCF-310

Survey of Health Care Systems

Registration #0206-310

An overview of the development, structure, and current forces transforming the health care system. Topics will include the status of the national and regional populations, physician practice and payment, private and government health insurance, the impact of medical technology, manpower issues, hospital services and reimbursement systems, ambulatory care and alternative delivery systems, and mental health and long-term care.

Credit 4

CBCF-320

Health Systems Administration

Registration #0206-320

A survey of administration in health care facilities including roles, functions, and responsibilities; organization structures; and health care practices focusing on patient care, education, and research. Supervisory issues such as managerial planning, span of supervision, financing, and coordination of public and private efforts will be discussed.

Credit 4

CBCF-421

Legal Aspects of Health

Registration #0206-421

Care Administration

An overview of legislation as it applies to health facilities. All levels of law—federal, state, and local—will be discussed. Examples of regulatory procedures to be analyzed include Social Security, the National Labor Relations Law, New York State Disability and Workmen's Compensation, minimum wage legislation, and the Code of the New York State Health Department. The role of state and local governments in licensing and accrediting, and the standard of accreditation used by major professional bodies, will be reviewed. (CBCF-310 or CBCF-320 recommended)

Credit 4

CBCF-431 Health Care Quality Assurance
Registration #0206-431

An introduction to quality assurance in health care. Course will explore past and current definitions of quality and competing concepts of quality assurance; will review existing quality assurance requirements and accrediting organizations, federal and state agencies, and third party payers; will describe and explain quality assurance methods and tools and their applications in various settings. (CBCF-310 or CBCF-320 recommended)

Credit 4

Marketing

CBCG-210 Effective Selling
Registration #0207-210

Investigates the importance of the sales function within the overall marketing organization and the necessary general characteristics of a successful salesperson. The various steps of the sales process and the practical applications of effective sales presentation are discussed.

Credit 4

CBCG-213 Advertising Principles
Registration #0207-213

Social, economic and mass communication aspects of advertising with special emphasis on the role of advertising in the marketing mix. Special topics include agency/client relationship, radio and TV ratings, history of advertising, the creative process and psychographics. Guest lectures discuss corporate campaigns.

Credit 4

CBCG-214 Advertising Evaluation
Registration #0207-214 and Techniques

Course presents basic approaches used in planning, preparation and evaluation of advertising and sales promotional materials. Course incorporates a number of projects involving writing/layout/production for print, broadcast and specialized media advertising.

Credit 4

CBCG-361 Marketing
Registration #0207-361

An introductory course in marketing designed to provide a better awareness of the function of marketing and how marketing relates to other areas of business. Topics include the marketing concept, developing a product strategy, behavioral aspects of consumer marketing, the marketing mix, segmentation and current marketing issues.

Credit 4

CBCG-362 Marketing Practices
Registration #0207-362 for the Service Economy

Focuses on applications of traditional marketing concepts and techniques to the service sector (e.g., banking, health care, transportation; and services within organizations) to optimize quality, customer satisfaction, and sales/revenues/profits. Includes a brief review of the increased role of services in the economy.

Credit 4

CBCG-398 Special Topics
Registration #0207-398

Special topics are experimental courses offered quarterly. Watch for titles in the course listing each quarter.

Credit Variable

Mathematics and Statistics for Business

CBCB-201,202 Mathematics for Business
Registration #0208-201,202

An introduction to mathematical concepts and quantitative methods required in business management. Included are: sets and real number system, linear, non-linear and exponential functions; and system of equations and inequalities. Differential and integrated calculus is introduced plus some special topics in quantitative analysis such as linear programming and simulation.

Credit 4/Qtr.

NOTE: Entering students who want to register for CBCB-201 are required to take a diagnostic examination to determine the level at which they may start the sequence. Students who have had previous college level mathematics courses should consult with an advisor.

CBCB-351,352 Business Statistics
Registration #0208-351,352

An introduction to the basic tools of statistical analysis used in business including charts, frequency distribution, averages, dispersion, probability theory, sampling. Logical procedures for making business decisions under conditions of uncertainty are emphasized. Hypothesis testing including one, two, and k-sample test means, proportions, regression and correlation analysis are also included. (CBCB-202)

Credit 4/Qtr.

Personnel Administration

CBCI-224 Interviewing Techniques
Registration #0209-224

A practical approach to interviewing techniques with emphasis on role plays and case studies. Coverage includes employment, disciplinary, counseling, and performance appraisal interviews.

Credit 4

CBCI-225 Recruiting, Training and Supervising
Registration #0209-225 Service Industry Personnel

This course examines problems and solutions related to establishing realistic and attractive wages and career paths for employees in service sector businesses. In addition, it explores motivation, training and communication techniques that lead to the kind of quality performance required in service industries and organizations to optimize customer satisfaction.

Credit 2

CBCI-229 Personnel Administration
Registration #0209-229

An introduction to personnel administration including an overview and discussion of employment, equal employment opportunity, job evaluation, training, performance appraisal, compensation, benefits, personnel planning, labor relations, and other related topics.

Credit 4

Production Management and Industrial Engineering

CBCJ-209 Production Management
Registration #0210-209

The organization of production functions with emphasis on management responsibilities. All levels of factory operation are discussed and relationships between various aspects of production are presented.

Credit 4

CBCJ-305 Fundamentals of Industrial
Registration #0210-305 Engineering
An overview of industrial engineering problems and techniques is presented including facilities selection and layout, methods analysis, work measurements, operations planning and control materials handling and an introduction to operations research.

Credit 4

CBCJ-306 Industrial Engineering
Registration #0210-306 Economy
The economic factors required for rational decisions are presented. Emphasis is placed on analytical tools used in a manufacturing environment including evaluation of capital spending alternatives, depreciation methods, decision-making under risk conditions, and value analysis methods.

Credit 4

Logistics and Transportation Management

CBCL-234 Introduction to Logistics
Registration #0212-234 - and Transportation
Overview of the transportation and logistics industry as a vital part of the nation's social and economic structure. Introduces basic understanding of the functional areas of logistics management and their interrelationships. The purchase and use of transportation services as related to the firm's logistical mission is emphasized.

Credit 4

CBCL-239 Traffic and Transportation
Registration #0212-239 Law, Rates, Accounting and Control
Introduces the role of government in the transportation industry. The evolution of past and current regulatory and promotional policies is explored. The determination and utilization of freight rates are examined. Various methods to forecast and control transportation costs also are discussed.

Credit 4

CBCL-241 International Logistics and
Registration #0212-241 Transportation
Introduces the basic skills required to move materials in support of the logistics function internationally. Includes discussions of duties, customs regulations, and the various instruments used to facilitate international trade.

Credit 4

Real Estate

CBCM-201 Basic Real Estate Principles
Registration #0213-201 Salesperson's Course
Comprehensive study of real estate principles including: law of agency, human rights and fair housing, real estate instruments, financing, valuation and listing, contracts, license law and ethics, closings, land use regulations, and real estate math. Completion of this course satisfies the NYS educational requirement for a real estate salesperson's license. For licensure, participants must attend all classes and pass the final exam. Individuals interested in licensure only should call 475-5079.

Credit 4

CBCM-202 Advanced Real Estate Principles
Registration #0213-202 Broker's Course
A study of topics related to real estate including: operation of a broker's office, construction, general business law, subdivision and development, leases, taxes, assessments, investment property, alienation, property management, condominiums and cooperatives, rent regulations, appraisals, and advertising. Completion of this course and Basic Real Estate Principles satisfies the educational requirement for a real estate broker's license. For licensure, participants must attend all classes and pass the final exam. Individuals interested in licensure only should call 475-5079.

Credit 4

CBCM-203 Real Estate Investment
Registration #0213-203 and Finance
An introduction to real estate investment with emphasis on the purchase and sale of real estate, the acquisition of financing, the selection of appropriate ownership forms, and the use of statistical data in making real estate decisions.

Credit 4

CBCM-204 Real Estate Evaluation
Registration #0213-204
The evaluation of real estate through appraisal and analysis, basic consideration in real estate management, and the advantages of various types of real estate investments are discussed.

Credit 4

CBCM-212 Residential Properties Management
Registration #0213-212
An introductory course focusing on the application of management principles to residential properties. The course is geared to the property manager rather than the on-site manager. Topics include: property analysis, the relationship between management and value, the scope and history of property management, marketing, and apartment operation and administration. This course has been designed in cooperation with the Institute of Real Estate Management and may qualify the student to receive elective credit toward the Certified Property Manager (CPM) designation awarded by IREM.

Credit 4

Insurance

CBCN-271,272 Principles of Insurance
Registration #0214-271,272
This two-quarter sequence course leads to qualification for taking the New York State agents' and brokers' examination for casualty and property insurance licenses. All casualty and property insurance are covered in the class. Emphasis placed on providing students with practical working knowledge of insurance policies and coverages. The course offers practical insight for both insurance professionals and insurance buyers.

Credit 4/Qtr.

Interdisciplinary Studies

CIDA-220 Careers and Credits
Registration #0220-220
This course is designed specifically for adults who want to know more about themselves-their talents and skills-so that they can make informed career choices and realistic educational plans. Using skills and interest inventories, class discussion, individualized and group activities, assigned readings and papers, students will be able to assess their individual goals, interests and abilities.

Credit 2.

Ceramics

CHAC-201 Introduction to Ceramics
Registration #0222-201
An extensive survey of on and off the wheel forming techniques using stoneware and porcelain clays. Students will be introduced to a variety of decorative methods as well as the basics of glazing and firing finished work. Class projects will emphasize the development of competent skills and good design.

Credit 2

CHAC-211 Intermediate Ceramics
Registration #0222-211
An exploration of Japanese wheel-throwing techniques. Students will work with raku stoneware and porcelain, using methods and tools common to Japanese potters. Class projects will concentrate on production techniques with special emphasis being given to glazing and firing procedures. (CHAC-201 or equivalent)

Credit 2

CHAC-301 Advanced Ceramics
Registration #0222-301
An introduction to the world of the professional potter. Work will center on advanced forming and decorative techniques ranging from sectional throwing to photo-sensitive emulsion glazing. Special emphasis will be on independent projects which require the potter to master clay and glazing formulation, design, production and firing techniques. Kiln design and construction as well as marketing techniques for finished work will be discussed. (CHAC-211 or equivalent)

Credit 2

CHAC-240 Ceramic Wheel-Throwing Techniques
Registration #0222-240
A broad survey of wheel-throwing skills with an emphasis on developing the student's ability to create well-designed, functional wares.

Credit 2

CHAC-243 Porcelain Techniques
Registration #0222-243
An intensive introduction to porcelain with an emphasis on Japanese techniques of throwing, finishing and glazing. Basic wheel-throwing skills are required.

Credit 2

CHAC-245 Earthenware Techniques
Registration #0222-245
An intensive introduction to earthenware with an emphasis on exploring the characteristics of unglazed, functional and sculptural forms.

Credit 2

CHAC-295 Independent Study: Ceramics
Registration #0222-295
Independent study may be developed at upper division level. Projects must be developed with instructor, subject to the approval of the program director. Credit may vary from one to five quarter-credits. For information on independent study contact the Division of Business and the Arts.

Credit Variable

CHAC-298 Special Topics: Ceramics
Registration #0222-298
Special topics are experimental courses announced quarterly. Watch for titles in the course listing each quarter.

Credit Variable

Design

CHAD-201,202,203 Basic Design
Registration #0223-201,202,203
Study of basic elements of design: line, shape, texture, color, space and their incorporation in design principles as applied to two- and three-dimensional design problems including the graphic arts.

Credit 2/Qtr.

CHAD-211,212,213 Display Design
Registration #0223-211,212,213
First quarter examines the fundamentals of three-dimensional design. The second and third quarters apply these principles to develop mechanical, graphic and model making manipulative skills and problem solving approaches used by designers in space planning. (CHAF-201, 202, 203 and CHAD-201, 202, 203 or equivalent experience)

Credit 2/Qtr.

CHAD-215,216,217 Rendering Techniques
Registration #0223-215,216,217
This course will introduce students to the materials and techniques used by designers in rendering interiors, layouts, products, etc. Marker sketching, perspective, shadowing, media selection, and presentation techniques will be covered. Suggested for all design students. (CHAF-201, 202, 203; CHAD-201, 202, 203 or equivalent)

Credit 2/Qtr.

CHAD-218 Introduction to Designing Home Interiors
Registration #0223-218
Basic principles of interior design. Processes used by both professionals and informed amateurs: gathering information about clients and their needs, activities and preferences; assembling product and color samples and information; measuring spaces and furnishings; arriving at the best interior plans for clients. (Credits may be applied to Interior Design diploma program)

Credit 2

CHAD-220 Art for Reproduction
Registration #0223-220
This course prepares students to enter the field of graphic design by providing orientation and the studio experience in the presentation of imagery for reproduction. Presentations will include board techniques, materials, tools, mechanical art procedures, printing and bindery processes, etc. (CHAD-201, 202, 203 or equivalent)

Credit 3

CHAD-224,225 Interior Design
Registration #0223-224,225
Career orientation. Emphasis on practical aspects of the profession. Details of purchasing all furnishings used in a home. Client centered planning and design. (CHAF-201, 202, 203; CHAD-201, 202,203 or equivalents)

Credit 2/Qtr.

CHAD-226 **History of Interior Design**
Registration #0223-226
Historical survey of period decoration and furniture styles from antiquity to the present.
Credit 2

CHAD-227 **Business Aspects of Environmental Design**
Registration #0223-227
This course will introduce students to the various occupations available to the environmental and interior designer, and instruct them in the use of their artistic and technical skills to obtain employment and establish themselves in the design community. Dealing with clients, vendors, and contractors will also be covered. Assignments will be structured to meet the personal business needs of each student.
Credit 2

CHAD-231 **Color Theory in Art**
Registration #0223-231
An opportunity to develop an awareness of and sensitivity to the world of color through slide lectures, class discussion and instructor's evaluation. Emphasis on the visual impact of color. (CHAD-201, 202,203 or equivalent experience)
Credit 2

CHAD-235 **Commercial Interior Design**
Registration #0223-235
Students will learn to develop a good commercial interior plan given clear specifications and boundaries. Presentation techniques, client relations and fee philosophy will also be discussed with frequent field trips and guest speakers. (CHAD-224,225 or equivalent)
Credit 2

CHAD-251,252,253 **Environmental Design**
Registration #0223-251,252,253
The study of enclosed space, using material and the elements of design, line form, texture, and color to develop living space. (CHAF-201, 202, 203 and CHAD- 201, 202, 203 or equivalent experience).
Credit 2/Qtr.

CHAD-260 **Marker Rendering Techniques**
Registration #0223-260
Students will be introduced to marker techniques and materials used in rendering layouts, interiors, products and illustrations. Other mediums will be united with marker to develop shadow and highlighting, sketching and presentation techniques.
Credit 2

CHAD-261,262,263 **Advanced Design and Typography**
Registration #0223-261,262,263
Study of commercial layout procedures from rough layouts to comprehensives, type selection, copy fitting, pictorial indication and production procedures as related to contemporary practices. Course emphasizes the design, structure, historical development and techniques of lettering. Proceeds from rough letter indication to development of finished lettering, and application in commercial advertising problems. Typography and photo lettering methods will be studied in relationship to their use in commercial design. (CHAF-201, 202, 203 and CHAD- 201, 202, 203)
Credit 2/Qtr.

CHAD-270 **Graphic Communication for the Non-Artist I**
Registration #0223-270
Introduces basic skills in communication graphics, including: elements of design (line, shape, texture, color, space) and their application to two- dimensional projects; typography and commercial layout procedures (from rough layouts to comprehensives); and rendering techniques (marker sketching, shadowing, and perspective). Course is designed for people with little or no previous art training. Lecture/demonstration and studio format; student projects followed by critiques.
Credit 3

CHAD-271 **Graphic Communication for the Non-Artist II**
Registration #0223-271
An exploration of current approaches to solving graphic design problems in the communications professions, applying basic skills in design, lettering and layout, and rendering, with emphasis on the use and selection of art materials, photographs, and photographic/electronic image producing equipment; and an exploration of design in the advertising process, involving planning, creating, producing, and evaluating media. (CHAD-270 or equivalent)
Credit 3

CHAD-301,302 **Advertising**
Registration #0223-301,302
Advertising is planned, created and placed by bright, inquisitive, hard working people in a fast paced, time-conscious business. They work within limits of budgets, marketing objectives, research, media, competitors' actions and a growing list of government regulations. This course examines the world of advertising and what is required to create advertising campaigns by tracing a campaign development step by step.
Credit 4/Qtr.

CHAD-311,312,313 **Graphic Design**
Registration #0223-311,312,313
A contemporary approach to design for printed advertising with the emphasis on creative experience. The purpose of this course is to provide a working knowledge of the field of graphic design, its history, its future, and general practices among current professionals. The role of the graphic designer in the communications field and how the designer actually implements that role will be discussed. (CHAF-201, 202, 203; CHAD-201, 202,203 or equivalent. CHAD-261,262,263 recommended)
Credit 2/Qtr.

CHAD-315,316,317 **Advertising Design**
Registration #0223-315,316,317
The functions and skills of the art director touch on all phases of advertising art from concepts and professional studio procedures to practical approaches in design and production. (CHAF-201, 202, 203 and CHAD-201, 202, 203 or equivalent experience. CHAD-261,262,263 and 311, 312, 313 recommended)
Credit 2/Qtr.

CHAD-360 **Portfolio Workshop**
Registration #0223-360
A workshop designed to help students take what they have learned in art classes (or work situations) and prepare and present a saleable portfolio. Projects will be tailored to the needs of individual students allowing them to compile an accurate representation of their skills in a concise, positive and beneficial manner. Visits from prominent people in the field showing their work and sharing their experiences.
Credit 2.

CHAD-295 Independent Study: Design
Registration #0223-295
Independent studies may develop at the upper division level. Projects must be developed with instructor, subject to approval of the program chairperson or the Division of Business and the Arts. Credit may vary from one to five quarter-credits. For information on independent study contact the Division of Business and the Arts.

Credit Variable

CHAD-298,398 Special Topics: Design
Registration #0223-298,398
Special Topics are experimental courses announced quarterly. Watch for titles in the course listing each quarter.

Credit Variable

Drawing

CHAF-201,202,203 Basic Drawing and Media
Registration #0224-201,202,203
An intense study of the fundamentals of drawing and application of media, designed to develop a flexible, creative mind capable of interpreting ideas. Specific emphasis is placed on problems confronting the student who has had little or no drawing experience.

Credit 2/Qtr.

CHAF-207 Basic Figure Drawing
Registration #0224-207
Drawing from the costumed and nude model. The student makes a visual analysis of action and gesture through quick sketches. Short poses gradually extend to longer studies so that the student can develop techniques, skills and the control of media. (CHAF-201, 202,203 or equivalent)

Credit 2

CHAF-210 Interpretive Landscape
Registration #0224-210 Drawing
Students will sketch directly from nature on location during field trips. In subsequent studio sessions compositions translating first impressions using various media will then be developed. Special attention will be given to individual approaches and expression.

Credit 2

CHAF-306 Advanced Drawing
Registration #0224-306
Drawing in a variety of media, including an introduction to line, form and color as elements of pictorial expression. Presents organic, inorganic, and imaginative stimuli. May be elected more than once for credit. (CHAF-201,202,203; CHAD-201,202, 203 or equivalent)

Credit 2

CHAF-307 Figure Drawing
Registration #0224-307
Drawing from the costumed and nude model for combined action and figure construction. Short poses gradually extended to longer studies for sustained attention to the problem. May be elected more than once for credit. (CHAF-207 or equivalent recommended)

Credit 2

Painting

CHAF-211 Introduction to Painting
Registration #0224-211
Study of the materials and techniques of painting through use of still-life and nature forms. Basic training and foundation for advanced work. (CHAF-201,202,203; CHAD-201,202,203 or equivalents)

Credit 2

CHAF-301 Painting
Registration #0224-301
Painting with opportunities for gifted and advanced students to explore media, seek new skills, develop a new style of expression. The instructor, an accomplished artist, works individually with the student. Models are available on a limited basis. Still-life and sketches will be used for inspiration. May be elected more than once for credit. (CHAF-211 or equivalent)

Credit 2

CHAF-227 Figure Painting
Registration #0224-227
Painting from costumed and nude models. The emphasis is placed on action, structure, gesture, composition, experimental attitudes and techniques. The student is provided with an opportunity to achieve clear understanding of various media in his or her individual search for expression. May be elected more than once for credit. (CHAF-307 or equivalent)

Credit 2

CHAF-337 Portrait Painting
Registration #0224-337
Particular attention is given to the development of anatomical understanding. Several media will be explained. Emphasis will be placed on understanding various aesthetic and craft traditions. Individual attention is supplemented by demonstrations and discussions with the instructor who is an active portrait artist in the community. May be elected more than once for credit. (CHAF-207 and CHAF-211 or equivalents)

Credit 2

CHAF-341 Watercolor Painting
Registration #0224-341
Basic study of watercolor media, methods, and techniques. Students receive individual as well as group instruction with emphasis on composition, color, and personal expression. Media: watercolor, tempera, and casein. May be elected more than once for credit. (CHAF-201,202,203 or equivalents)

Credit 2

Sculpture

CHAF-247 Sculpture
Registration #0224-247
Study of basic theories of form and space utilizing sculptural processes and techniques. Solutions to problems, traditional and modern, are achieved through exercises using various materials such as clay, wood, plaster, plastic. Through discussion and practice, the student is introduced to the proper use of the sculptor's tool and methods. (CHAF-201, 202, 203; and CHAD-201, 202,203 or equivalents)

Credit 2

CHAF-357 Sculpture Workshop
Registration #0224-357
An in-depth study of sculptural methods, techniques and materials (clay, wood, plaster, stone and welded metal). Students may concentrate in one material. May be elected more than once for credit. (CHAF-247)
Credit 2

Illustration

CHAF-361 Illustration
Registration #0224-361
Fundamentals of visualization and pictorial organization in terms of advertising and editorial illustration. Emphasis on contemporary graphics procedures. May be elected more than once for credit. (CHAF-207 or equivalent)
Credit 2

CHAF-362 Airbrush Techniques
Registration #0224-362
This course is designed to provide an opportunity for beginners to develop the basic skills and techniques of painting with an airbrush and allow experienced users to enhance their skills. Graphic artists, fine artists, illustrators, and photographers can benefit from this exposure to airbrush techniques and applications through demonstration and experiential learning. Class will be limited to 10 students. (CHAD-201, 202, 203, and CHAF-201, 202,203 or equivalent)
Credit 3

CHAF-230 Collage
Registration # 0224-230
A basic study of the history, materials, and techniques used in collage. Students will explore a variety of materials used by past and contemporary artists and then apply these techniques to develop their own work. May be elected more than once for credit. (CHAD-201, 202, 203, CHAF-201, 202,203)
Credit 2

CHAF-263 Calligraphy
Registration #0224-263
Students will explore the history of the alphabet through slides, lectures, and projects. Italic handwriting with related variations and techniques will be taught.
Credit 2

CHAF-363 Calligraphy Workshop
Registration #0224-363
Further study in the methods and techniques of calligraphy. Students will be able to pursue study in a variety of styles and letter forms in a concentrated manner. May be elected more than once for credit. (CHAF-263 or equivalent)
Credit 2

Printmaking

CHAF-296 Introduction to Printmaking
Registration #0224-296
An introduction to the methods, materials, tools, and techniques of printmaking. Areas covered may include woodcut, etching, engraving, stencil, collographs, and lithography. Students are required to pull an edition of print in one area. Additional fee required for supplies. (CHAF-201, 202, 203, and CHAD-201, 202, 203 or equivalents)
Credit 2

CHAF-397 Printmaking Workshop
Registration #0224-397
Further study of methods and techniques of etching, lithography and relief printing. Students may concentrate in one print medium. May be elected more than once for credit. Additional fee required for supplies. (CHAF-296)
Credit 2

CHAF-295 Independent Study: Fine Arts
Registration #0224-295
Independent studies may be developed at the upper level. Projects must be developed with an instructor, subject to the approval of the program chairperson or Division of Business and the Arts. Credit may vary from one to five quarter-credits. For information on independent study contact the Division of Business and the Arts.
Credit Variable

CHAF-298 Special Topics: Fine Arts
Registration #0224-298
Special topics are experimental courses announced quarterly. Watch for titles in the course listing each quarter.
Credit Variable

Metalcrafts and Jewelry

CHAM-201 Introduction to Metalcrafts
Registration #0225-201 and Jewelry
Emphasis will be placed on basic jewelry making techniques involving sawing, filing, soldering, hand and machine finishing techniques, simple stone setting and more. Design will be stressed throughout the course. May be elected more than once for credit.
Credit 2

CHAM-211 Intermediate Metalcrafts and
Registration #0225-211 Jewelry
Work of a more complex nature will be introduced. Some techniques included will be surface treatment of metal, more sophisticated stone setting, basic hollowware, casting and more. Independent and creative statements will be emphasized in keeping with the student's technical and aesthetic development. May be elected more than once for credit. (6 credits CHAM-201 or presentation of portfolio)
Credit 2

CHAM-301 Advanced Metalcrafts and
Registration #0225-301 Jewelry
For advanced students in the arts or crafts interested in and capable of exploring a particular area. Content and method decided by conference between student and instructor and directed toward development of student's own creative ability. Advanced level academic credit is variable in proportion to class and outside assignments scheduled. May be elected more than once for credit. (Presentation of portfolio)
Credit 2

CHAM-295 Independent Study:
Registration #0225-295 Metalcrafts/Jewelry
Independent studies may be developed at the upper division level. Project must be developed with instructor, subject to approval of the program chairperson or the Division of Business and the Arts. Credit may vary from one to five quarter-credits. For information on independent studies contact the Division of Business and the Arts.
Credit Variable

CHAM-298 Special Topics: Metalcrafts
Registration #0225-298 and Jewelry
Special topics are experimental courses announced quarterly.
Watch for titles in the course listing each quarter.
Credit Variable

Weaving/Textiles

CHAT-201 Introduction to Weaving
Registration #0226-201
An introduction to the materials, processes and techniques of weaving. Emphasis on basic skills includes fiber analysis, yarn calculations, warping loom dressing, four-harness loom techniques, finishing, designing, drafting and color effects. May be elected more than once for credit.
Credit 2

CHAT-211 Intermediate Weaving
Registration #0226-211
A continuation in the development of weaving techniques and design skills through advanced study of color effects, drafting, four-harness and tapestry techniques. The course will include samples of a particular technique plus home assignments and a final project to satisfy individual needs. May be elected more than once for credit. (6 credits CHAT-201 or presentation of portfolio)
Credit 2

CHAT-301 Advanced Weaving
Registration #0226-301
For advanced students in the arts or crafts interested in and capable of exploring a particular area. Content and method decided before registration by conference between student and instructor and directed toward development of student's own creative ability. Advanced level academic credit is variable in proportion to the class and outside assignments schedules. May be elected more than once for credit. (Presentation of portfolio)
Credit 2

CHAT-295 Independent Study:
Registration #0226-295 Weaving/Textiles
Independent studies may be developed at the upper division level. Projects must be developed with the instructor, subject to the approval of the program chairperson. Credit may vary from one to five quarter-credits. For information on independent study contact the Division of Business and the Arts office.
Credit Variable

CHAT-298 Special Topics:
Registration #0226-298 Weaving/Textiles
Special topics are experimental courses announced quarterly. Watch for titles in the course listing each quarter.
Credit Variable

Woodworking

CHAW-201 Introduction to Woodworking
Registration #0227-201
Elementary problems in choice of woods, joinery, finishing, use and care of hand tools, and basic procedures in machine woodworking. Suggested introductory project: Construct a dovetailed box from a hardwood with hand cut dovetails. May be elected more than once for credit.
Credit 2

CHAW-211 Intermediate Woodworking
Registration #0227-211
Students who have acquired the ability to use hand and powered tools will advance at their own pace on an individually challenging technique and project. The development of design skills and technical ability will be emphasized. May be elected more than once for credit.
Credit 2

CHAW-301 Advanced Woodworking
Registration #0227-301
For advanced students in the arts or crafts interested in and capable of exploring a particular area. Content and methods decided before registration by conference between student and instructor and directed toward development of student's own creative ability. Advanced, level academic credit is variable in proportion to class and outside assignments scheduled. May be elected more than once for credit. (Presentation of portfolio)
Credit 2

CHAW-295 Independent Study:
Registration #0227-295 Woodworking
Independent studies may be developed at the upper division level. Projects must be developed with an instructor, subject to the approval of the program director. Credit may vary from one to five quarter-credits. For information on independent study contact the Division of Business and the Arts.
Credit Variable

CHAW-298 Special Topics: Woodworking
Registration #0227-298
Special topics are experimental courses announced quarterly. Watch for titles in the course listing each quarter.
Credit Variable

International Studies

CHGI-211 Chinese Language and Culture:
Registration #0233-211 China and the Chinese People
Introduces basic Chinese culture as well as 100 daily conversational sentences. The emphasis in this quarter will be on Chinese culture characteristics, traditional philosophies and religions, beliefs, family structure, political life, economic system and trade practices, especially when these impact on contemporary practices.
Credit 4

CHGI-212 Chinese Language and Culture: Chinese
Registration #0233-212 Communism Ideology and Practice
Continues an introduction to basic Chinese culture as well as 100 daily conversational sentences. This quarter's emphasis is on the special features' of Chinese communism, their trade ideologies and practices, their general relationships with foreign countries, internal developments and conflicts.
Credit 4

CHGI-213 Chinese Language and
Registration #0233-213 Culture: Contemporary Issues
Continues an introduction to Chinese culture as well as 100 daily conversational sentences. This quarter's emphasis is on the contemporary issues, their relations with the United States, their business practices. During the third quarter more time will be spent on language practice and students' independent work. It is more beneficial if students have had at least one of the two previous courses.
Credit 4

CHGI-221 **Japan: The Changing Tradition**
Registration #0233-221
What are the foundations of Japan's economic and technological success? This course considers the economy, government, and society of modern Japan and traces its emergence from the first contacts with the West in the 1500s to its present position as a leading economic power. This course may serve as a social science elective.
Credit 4

Deaf Studies

CHGD-211 **Sign Language & Manual Communications System I**
Registration #0234-211
Develops fluency at a basic level. This course includes introduction and practice of approximately 300 basic signs, theoretical consideration and practice of grammatical features of sign language, fingerspelling and sociolinguistic information regarding the appropriate application of manual communication skills in communicating with deaf persons.
Credit 2

CHGD-212 **Sign Language & Manual Communications System II**
Registration #0234-212
A continuation of conversational signing skill development. The course includes 300 additional basic signs, continued practice with the grammatical features of sign language, fingerspelling practice, and further sociolinguistic information regarding the appropriate use of manual communication skills between deaf and hearing persons. (CHGD-211 or equivalent sign skill)
Credit 2

CHGD-213 **Sign Language & Manual Communications System III**
Registration #0234-213
The third in a series of basic conversational sign language courses. Introduces the student to approximately 300 additional signs, continues the practice of the grammatical features of sign language, refines fingerspelling skills, and further develops students' sensitivity to the use of manual communication by deaf and hearing persons. (CHGD-212 or equivalent sign skill)
Credit 2

CHGD-241 **Aspects & Issues of Deafness I**
Registration #0234-241
Develops knowledge and understanding of the effects of hearing impairment, particularly with regard to the audiological, psychological, educational and vocational implications. Class activities include a simulated deafness experience, films, lectures and discussions.
Credit 3

CHGD-242 **Aspects & Issues of Deafness U**
Registration #0234-242
Examines deafness from a cultural perspective, focusing on: what constitutes culture, what characterizes deaf culture, dynamics of interaction between the deaf and the larger community, and historical perspectives on deaf heritage. Films, individual case studies, cultural simulation, discussions and lecture will be implemented. (Recommended: CHGD-241)
Credit 3

CHGD-311 **American Sign Language I**
Registration #0234-311
This course is designed to continue sign language skill development as the language is used among deaf community members. Students are exposed to many new signed expressions; grammar, syntax and lexical items of A.S.L. Videotapes, dialogues, language games, lecture and readings are used in presentation of this content. (CHGD-213 or equivalent sign skill)
Credit 2

CHGD-312 **American Sign Language II**
Registration #0234-312
The second in a series of American Sign Language courses. This course continues the study of grammar, syntax and lexical items of A.S.L. Cultural aspects of the deaf community are considered as they relate to the language of deaf people. (CHGD-311 or equivalent sign skill)
Credit 2

Humanities

CHGH-201 **Humanities**
Registration #0235-201
An interdisciplinary course in which literature, architecture, art, music and philosophy are related to selected historical, economic and scientific forces that have shaped western civilization. Part of a three-course sequence, this course is concerned with the modern period, from the end of the Romantic Age to the present day. Despite the relatedness of these three courses, any of them can be taken alone, and no one course is prerequisite to either of the others.
Credit 4

CHGH-202 **Humanities**
Registration #0235-202
An interdisciplinary course in which literature, architecture, art, music and philosophy are related to selected historical, economic and scientific forces that have shaped (particularly) western civilization. Part of a three-course sequence, this course focuses on ancient Greece, Rome and Israel, as well as the Middle Ages. This course has no prerequisites, nor does it serve as prerequisite for other courses.
Credit 4

CHGH-203 **Humanities**
Registration #0235-203
An interdisciplinary course in which literature, architecture, art, music and philosophy are related to selected historical, economic and scientific forces that have shaped (particularly) western civilization. Part of a three-course sequence, this course focuses on the development of the humanities from the Renaissance through the Romantic Age. This course has no prerequisite, nor does it serve as prerequisite for other courses.
Credit 4

CHGH-207 **American Politics**
Registration #0235-207
Develop political awareness and the ability to assess contemporary issues and events. With this guide to the theoretical foundations and institutions of our political and governmental system, you will not only gain an understanding of today's political climate, but you will also be better able to separate ideas and concepts from public policy.
Credit 4

CHGH-210 Introduction to Art
Registration #0235-210 Appreciation
Examines the elements involved in the creation of the visual arts (painting, sculpture, architecture) and the factors that affect audience response (line, color, texture, rhythm). Particular emphasis given to historical perspectives and organic unity.
Credit 4

CHGH-230 Introduction to Music
Registration #0235-230 Appreciation
A study of the elements of music (rhythm, melody, harmony), of different musical styles, and of music in the context of history. Emphasized topics include major musical periods (Rococo, Baroque, Classical, Romantic and Modern). Major composers considered are: Bach, Vivaldi, Handel, Mozart, Haydn, Beethoven, Brahms, Chopin, Tchaikovsky, Liszt, Dvorak, Stravinsky and Copeland.
Credit 4

CHGH-260 Introduction to Literature
Registration #0235-260
An introduction to the elements and distinctive qualities of five varieties of literary experience: poetry, short fiction, film, the novel and, briefly, expository prose. Emphasized topics include form, theme, style, versification, and characterization. Although this course is not historically oriented, students will become familiar with cultures from many periods in history.
Credit 4

CHGH-270 Introduction to Philosophy
Registration #0235-270
This course acquaints students with methods of philosophical questioning and argumentation through an examination of major philosophers and the issues they address. Issues to be examined include questions about the nature of knowledge, the nature of reality, ethics, and aesthetics. Emphasis will be placed on a critical examination of the reasoning offered by philosophers in behalf of their views.
Credit 4

CHGH-359 Contemporary Moral Problems
Registration #0235-359
A one-quarter course that presents moral issues which arise in the professions and other vocations of technical expertise. These problems in applied ethics are studied through contemporary literature by moral philosophers (e.g., Habermas, Singer) as well as key classical texts (e.g., those of Plato, Locke, Hume, etc.).
Credit 4

CHGH-323 Modern Europe
Registration #0235-323
An examination of the development of Europe from the 17th century to the present time, with emphasis on theories and concepts of civilization, culture, government, and international relations. Also emphasized: the Industrial Revolution, 19th Century democracies, governmental experiments of the 20th Century, World Wars I and II, and the Post (WWII) War Period.
Credit 4

CHGH-326 Modern America
Registration #0235-326
Traces the emergence of the U.S. as a world power from the time of the Civil War to the present. Stresses problems created at home by continued industrialization and urbanization. Included are such issues as urbanization, civil rights, and the growing political influence of women and minorities.
Credit 4

CHGH-340 Values and Experience
Registration #0235-340
A study of the interaction between values and experience. Focuses on the impact of social institutions (religion, family, education, government) and technological developments on values and beliefs (including the definition of reality). This is a science, technology and humanities elective.
Credit 4

CHGH-341 Symbols, Behavior, Culture
Registration #0235-341 and Technology
A study of symbol and sign systems, emphasizing principles and rules that underlie linguistic behavior: Examines the ways in which behavior reflects and influences culture, and the ways in which miscommunication results from technical, behavioral and cultural factors. This is a science, technology and humanities elective.
Credit 4

CHGH-342 Dimensions of Science
Registration #0235-342
A survey and exploration of the impact of science on, and its interactions with, other elements of civilization, such as literature, technology, politics, philosophy, the arts, and human values. This is a science, technology and humanities elective.
Credit 4

CHGH-298 Special Topics: Humanities
Registration #0235-298
Experimental lower-division courses will be offered under this number; titles will appear in each quarter's course listing.
Credit Variable

Communications

NOTE: Students who apply for Dynamic Communications I, CHGL-204, or Communications, CHGL-220, must take a pre-test to determine the course most appropriate for their communication needs. Only students who have credit for CHGL-204, or equivalent, may register for Dynamic Communications II, CHGL-205.

CHGL-120 Basic Communications
Registration #0236-120
Now offered by Learning Development Center-Technical. See LDC -Technical (Registration #1710-020)

CHGL-204 Dynamic Communications I
Registration #0236-204
The first of a two-course sequence, Dynamic Communications I focuses on writing skills. The achievement of clarity, coherence, logical development of ideas, and effective use of language is emphasized. Basic research techniques are included. (Requires pre-test)
Credit 4

CHGL-205 Dynamic Communications II
Registration #0236-205
This course builds on the skills acquired in Dynamic Communications I, emphasizing organization, support, and effective expression of ideas in papers of several paragraphs. The major exercise is preparation of a position paper and an oral defense of the paper's thesis. Research methods and principles of effective argumentation are studied. (CHGL-204 or equivalent)
Credit 4

CHGL-331 Promotional Writing
Registration #0236-331
This course focuses on practical guidelines for preparing marketing materials including brochures, data sheets, trade press articles, press kits, and advertising copy.
Credit 2

CHGL-332 Managing the Project
Registration #0236-332
Principles of project management are studied and applied in cases and examples taken from the fields of technical and public relations communication. Major topics include planning, organizing, scheduling, budgeting, controlling, monitoring, and reporting. Conflict resolution, team building, and motivation are also covered.
Credit 2

CHGL-333 Managing Media Presentations
Registration #0236-333
Introduces the processes and techniques of producing media presentations, from simple forms that can be produced in-house to more sophisticated ones that require the services of graphic designers, photographers, and video production units. Students learn to evaluate the variables of schedules, resources, and costs; match media, message, and audiences; and coordinate the stages of production. (Formerly Audiovisual Presentations)
Credit 2

CHGL-340 Interpersonal Communication
Registration #0236-340 for Customer Service
This course examines key dimensions of interpersonal communication, focusing on effective message styles and listening strategies to improve customer satisfaction. Techniques and actions that lead to positive outcomes such as conflict resolution, problem solving, and goal attainment are stressed. The role and importance of interpersonal skills in customer interactions and organizational policy, management and ethical issues are reviewed. Through simulation and role playing, skills are developed that may be applied to a variety of work, social and other situations.
Credit 4

CHGL-360 Introduction to Public
Registration #0236-360 Relations
An overview of the public relations function, covering tasks, responsibilities and roles of the PR practitioner as researcher, image-developer, designer, editor, coordinator, marketer and advertiser; as advisor to management; and as spokesperson, media manager, and services purchaser and provider. Course may be counted as either a business or communication elective. (Consult advisor)
Credit 2

CHGL-365 Writing for the
Registration #0236-365 Organization I
Course is designed for non-professional writers whose positions frequently require preparation of correspondence as well as copy for inbound and outbound company publications. Emphasis is on developing clarity, precise use of language, and style in writing letters, reporting information, and creating feature articles. (Comm-220 or equivalent)
Credit 2

CHGL-366 Writing for the
Registration #0236-366 Organization II
Introduction to writing at the corporate level, including handling crisis communication, covering meetings, adapting interviews for print, and preparing company statements for various media. Techniques are outlined for creating interest, presenting financial information, and quoting. Emphasis is on producing clear, correct copy that is appropriate for purpose and audience. (CHGL-365 or equivalent)
Credit 2

CHGL-367 Scripting and
Registration #0236-367 Speechwriting
Introduces principles for two specialized forms of writing: speechwriting and scripting. Speechwriting covers techniques for preparing speech in the "voice" of another: adapting message, wording, and tone to speaker. Scripting covers story boarding, using basic script formats, and enhancing the message, where appropriate, with dimensions of characterization, sound, and color. (Comm-220 or equivalent)
Credit 4

CHGL-411 The Public Relations Campaign
Registration #0236-411
An in-depth examination of successful strategies for creating and evaluating a total public relations campaign. Through the study of case histories and hands-on experience with both actual and hypothetical situations, students gain a thorough understanding of campaign management, including: research, goal setting, publicity, advertising, community relations, direct mail, and special events. Emphasis is on use and integration of effective communication tools and techniques for achieving desired results. (CHGL-366 or equivalent)
Credit 4

CHGL-412 Communicating in Print
Registration #0236-412 and Broadcast Media
Hands-on experience with various phases and styles of those communications practices essential to either or both print and broadcast media, particularly in the news environment. Students gain experience in copywriting for newspapers, radio, and television; editing for newspapers and broadcast; publication techniques for all three media; writing for trade and specialty publications; managing internal media, such as employee newsletters and in-house TV systems; and using techniques for production and direction in video and radio. The purpose of this course is not to prepare future journalists or broadcasters, but to acquaint advertising and public relations practitioners with the activities and perceptual skills of news-gathering professionals, with whom they must successfully interact. (CHGL-366 or equivalent)
Credit 4

CHGL-413 Seminar in Public Relations:
Registration #0236-413 Cases and Solutions
An integrating seminar for the certificate in advanced public relations. Seminar topics are selected from among real and hypothetical cases in the history of public relations. Cases embrace such complex problems as launching a new product, crisis management, image management, publicizing significant events, as well as responding to such major societal issues as the environment, health, and the problems of the aging. (CHGL-411 and CHGS-451 or CHGL-412, or the equivalent)
Credit 4

CHGL-393 Creative Leadership Skills
Registration #0236-393
Focuses on the interpersonal and leadership skills required for administrating communication services within various work environments, such as the small consulting agency, the not-for-profit organization, or the large corporation. Includes strategies and skills for interacting with diverse groups and individuals, such as clients, media, sales and marketing personnel, providers of goods and services; and engineers, editors, writers, and upper management. Provides understanding of cultural, age, and gender issues and techniques for recruiting and retaining good performers. (CHGL-323 or 366, or equivalent)

Credit 4

CHGL-394 Supervising Communication Services
Registration #0236-394
Focuses on the practical skills required for supervising groups that provide communication services and products. Includes defining organizational/group goals, assessing and meeting the needs of clients, establishing standards and systems for quality assurance, performing basic financial functions typical of cost/profit centers, managing permanent and contract employees, and basic techniques for marketing communication services. (CHGL-323 or 366, or equivalent)

Credit 4

CHGL-395 Coordinating Publication Production
Registration #0236-395
A survey course for professional communicators. Provides an overview of major phases of print production and general understanding of the factors that must be considered in purchasing print production services: estimates, schedules, paper and binding options, colorization, print trade customs, and illustrations; and guidelines for coordinating the stages of production. (CHGL-323 or 366, or equivalent)

Credit 2

CHGL-396 Communication Seminar
Registration #0236-396
Focuses on several topics of interest to professional communicators, such as communication law and ethics, investigation of technology options for facilitating communication services, and other selected issues in the communication field. Students research and present topics; guests lecturers invited. (CHGL-323 or 366, or equivalent)

Credit 2

CHGL-298,398 Special Topics:
Registration #0236-298,398 Communications
Special Topics are experimental courses announced quarterly. Watch for titles in the course listing each quarter.

Credit Variable

Social Sciences

CHGS-201 Anthropology: Introduction
Registration #0237-201
Examines the similarities and differences among cultures. The course focuses particularly on the influences of environment, technology, work, authority, kin and non-kin groups, enculturation, religion, folklore, and art in different societies.

Credit 4

CHGS-211 Psychology: Introduction
Registration #0237-211
How people think, feel and interact with others comprises the central content of this course. Students learn how scientific method is used to discover some of the factors involved in sensation, perception, motivation, emotion, stress and learning. Given particular attention are: physical and personality development, psychological disorders, and social behavior. Students are encouraged to relate this information to their personal and professional lives.

Credit 4

CHGS-221 Principles of Economics I
Registration #0237-221
This course covers the basic principles of macro-economics. It traces the development of economics from a historical perspective, the functioning of the American economic system, and covers such topics as money and banking, economic growth and problems of inflation, unemployment, scarcity of resources, business cycles, international trade, and supply and demand.

Credit 4

CHGS-222 Principles of Economics II
Registration #0237-222
This course covers micro-economic problems such as distribution of income, allocation of resources, price determination under competition, monopolies, supply and demand, and their applications to business firms and labor unions. It also deals with the structure of American industry and the roles played by government, business, and individuals viewed in the light of current economic trends.

Credit 4

CHGS-223 Principles of Economics III
Registration #0237-223
A further elaboration of the elementary principles of economic analysis introduced in Principles of Economics I (macroeconomics) and II (microeconomics). Particular emphasis will be placed on the application of these principles to the decisionmaking process of business and industry, domestically and internationally. (CHGS-221 and CHGS-222)

Credit 4

CHGS-227 The New Service Economy
Registration #0237-227
Provides an overview of the emerging national and regional service economies. Defines the service sector, both consumer and producer services, using a variety of local examples drawn from health care, information and communication, hospitality, financial and personnel services. Economic and labor force implications of the service economy are analyzed along with the structure of service organizations, service delivery systems and levels of service.

Credit 2

CHGS-231 Sociology: Foundations
Registration #0237-231
A scientific examination of human beings and their relationships with one another. Consideration is given to the role of the individual in society, social interaction, social institutions and social change. Objectives are to examine the human condition in the context of social relationships, dispel myths and prejudices, and ascertain practical applications of concepts.

Credit 4

CHGS-261 Political Science: Introduction
Registration #0237-261
Introduces the discipline of political science. It is designed to acquaint students with the complexities of political issues, political thought and behavior, government structures and processes, public policy, and international affairs.
Credit 4

CHGS-316 Psychology: Behavior
Registration #0237-316 in Industry
Industry presents one environment for understanding human behavior. This course applies psychological and social concepts to the industrial setting. Topics to be covered are motivation, performance, assessment, quality of work life, group behavior, leadership, organizational structure, communication and decision making. (CHGS-211 recommended)
Credit 4

CHGS-317 Psychology of Stress
Registration #0237-317 and Adjustment
Physiological, psychological, and social stress can have serious consequences on one's daily life. This course is designed to familiarize students with basic concepts, the positive and negative ramifications of stress, and strategies for stress management. (CHGS-211 or equivalent)
Credit 4

CHGS-320 Psychology of Persuasion
Registration #0237-320
Examines important research on persuasive communication, covering: What causes people to respond to persuasive communication in different ways? How can the communicator predict group responses to a given persuasive message? Projects will require students to use theory in designing effective strategies for various purposes and audiences.
Credit 2

CHGS-451 The Mass Media in Public Relations
Registration #0237-451
An examination of the nature and influence of mass media in public relations activities and their importance to the professional public relations practitioner. Particular emphasis on the criteria used to assess and judge the most appropriate media for various communication purposes, including the promotion of products and services and the persuasion of various audiences. Other topics include analysis of messages; examination of the relationship of advertising, marketing, and public relations to the various media; and the need for quality and integrity in successful media representations. Incorporates a survey of the structure and development of newspapers; magazines; and the radio, recording, film, and television industries. (CHGL-366 or equivalent)
Credit 4

^ Photography

NOTE: Students enrolled in photographic courses have the studios and laboratories available to them only for the scheduled class times. On a space available basis additional time may be secured, but not to exceed the equivalent of one regularly scheduled lab or studio per week. Work done in the studios or laboratories must be for the specific purpose of meeting course objectives.

CHGP-021 Introduction to Photography
Registration #0231-021
For the novice photographer who would like to learn how to produce aesthetically and technically acceptable photographs. Topics include cameras, lenses, films, developing, printing, enlarging, filters, flash photography and print finishing. The emphasis is on successful solution of practical photographic problems.
Credit 0

CHGP-101 Photography Workshop
Registration #0231-101
A flexible course in the application of photography for self-expression. Emphasis is on criticism and the development of the individual's ability to create meaningful and purposeful photographs. Class time devoted to developing and enlarging, as well as group and individual critique sessions. All shooting assignments are completed outside of class.
Credit 2

CHGP-102 Photography Workshop
Registration #0231-102
Continuation of CHGP-101. Students are encouraged to develop in areas of specific interest to them. Excellence in the creative as well as the technical aspects of photography, printing and presentation is stressed. Students should bring examples of past work to first class. This course may be elected more than once for credit.
Credit 2

CHGP-104 Color Photography Workshop
Registration #0231-104
The course will acquaint students with skills in color materials handling, from exposure to color printing. Aesthetic and communicative aspects of color photography will be stressed. Small format equipment with color negative and reversal materials will be used. Students should bring examples of the past work to first class. May be elected more than once for credit. (CHGP-102 or equivalent)
Credit 2

CHGP-201,202,203 Basic Professional
Registration #0231-201,202,203 Photography
An introductory course to photographic principles and practice designed primarily for the inexperienced who aspire to enter photography as a profession, who would find such knowledge useful in a related field or who wish to improve personal knowledge. Both theory and practice are provided in a wide range of picture taking and darkroom techniques. Some background in photography is desirable but not absolutely necessary. This course is a prerequisite to all other courses in the professional photography program.
Credit 4/Qtr.

CHGP-211,212,213 Color Photography
Registration #0231-211,212,213
Color theory and applied problems in color photography, processing and printing. Negative and reversal processing, color balance and correction, internegatives, duplication techniques, elements of masking and optimum reproduction methods. (CHGP-201, 202, 203 or equivalent)
Credit 4/Qtr.

**CHGP-221,222,223 Illustrative Photography
Registration #0231-221,222,223**

The application of various specialized photographic techniques to creative image making. Special emphasis on single source studio lighting techniques to achieve desired visual effects. Novel and innovative camera methods and photographic design concepts are stressed. Particular emphasis on advertising photography applications and on the essence of the subject. Topics will include still life, food and consumable products, fashion assignments and some location photography. The principal camera format used will be 4x5. Equipment is available at the studios for use during class hours. Some small format photography will also be required. (CHGP-201, 202, 203 or equivalent)

Credit 3/Qtr.

**CHGP-231,232,233 Portrait Photography
Registration #0231-231,232,233**

A foundation course in portraiture, including concepts and psychology of portraiture and the use of professional cameras and studio equipment through lectures, demonstrations, and assigned projects. Stress is placed on understanding facial types and on the appropriate use of light. It is recommended that students who enroll in this course also schedule Portrait Retouching CHGP-331, 332,333. (CHGP-201,202, 203 or equivalent)

Credit 3/Qtr.

**CHGP-241,242,243 Commercial Photography
Registration #0231-241,242,243**

Materials, equipment and techniques with emphasis on the solution of problems in commercial photography. It is recommended that students who enroll in this course also schedule Commercial Retouching, CHGP-321, 322, 323. (CHGP-201, 202,203 or equivalent)

Credit 3/Qtr.

**CHGP-301,302 Motion Picture Photography
Registration #0231-301,302**

Designed for the amateur, the school teacher and those interested in basic film production. Super 8mm will be the principal size camera and film used, although, 16mm will be used toward the conclusion of the course. Included will be scripts and story boards, composition, continuity, cutting, editing, sound and presentation. The participants should have a personal Super 8mm camera available for use during the program.

Credit 3/Qtr.

**CHGP-321,322,323 Commercial Retouching
Registration #0231-321,322,323**

Methods used in retouching commercial negatives and prints: bleaching, lettering, use of etching knife and abrasives. Last quarter includes color retouching and use of airbrush.

Credit 1/Qtr.

**CHGP-331,332,333 Portrait Retouching
Registration #0231-331,332,333**

Retouching portrait negatives, using pencil, knife, abrasives and dyes. Last quarter includes Ektacolor negatives and major correction of anatomical features.

Credit 1/Qtr.

**CHGP-351 Industrial Photography:
Registration #0231-351 Instrumentation**

Fundamental applications of a variety of photographic techniques will be presented. Weekly projects will give students hands-on experience with methods such as high-speed flash, sequence, motion picture and streak photography; panoramic and peripheral photography; schlieren, shadow graph and thermal photography; infrared, ultraviolet and polarization photography; etc.

Although mathematical concepts are utilized, emphasis is placed on understanding underlying photographic measurement principles rather than on absolute mathematical rigor. May be elected three times for credit. (CHGP-201, 202, 203 or equivalent)

Credit 3

**CHGP-352 Industrial Photography:
Registration #0231-352 Audiovisual Techniques**

You will have an opportunity to prepare audiovisual programs using current techniques and equipment. You will learn special photographic methods for the production of programs that exhibit both technical excellence and visual impact. Also included are presentations on the use of the medium as a training, promotional and educational tool. May be elected three times for credit. (CHGP-201, 202, 203 or equivalent)

Credit 3

**CHGP-353 Industrial Photography:
Registration #0231-353 Special Topics**

Through guided individual study students have the opportunity for more comprehensive work in either the instrumentation or audiovisual areas. Also, specialized topics not covered in standard course may be scheduled with the consent of individual faculty members. For listing of special topics available any particular quarter consult department chairperson. May be elected more than once for credit. (CHGP-201,202, 203 or equivalent)

Credit 3

**CHGP-361,362 Law Enforcement
Registration #0231-361,362 Photography**

Advanced photographic applications in various aspects of law enforcement photography. Fingerprints, infrared and ultraviolet photography. Forgery, surveillance and accident photography. (CHGP-201, 202, 203 or equivalent)

Credit 3/Qtr.

**CHGP-366 Dye Transfer Printing
Registration #0231-366**

The dye transfer color printing process is covered in its theory and through practical laboratory assignments. Mordant, dye acidity and contrast, color balance controls, dyeing, image transfer and registration. (CHGP-211,212, 213 or equivalent)

Credit 3

**CHGP-401,402,403 Fashion Photography
Registration #0231-401,402,403**

A course designed to expand the photographer's vision and awareness of the problems of fashion photography. Emphasis on sensitivity to light, the beauty of the model, and, most important, on the development of the student's personal taste in expressing the inherent qualities of the garment. Students should bring to first class examples of past work, whether or not it be fashion photography. (CHGP-201, 202, 203 or equivalent)

Credit 5/Qtr., Lec. 4, Lab 1

CHGP-404,405,406 Architectural Photography
Registration #0231-404,405,406
Photographic interpretation and effective visual presentation of buildings, both as structures for habitation as well as art forms in themselves. Use and application of view camera included. Effective use of small format equipment. Assignments to be completed outside of class time include exteriors, interiors, landscapes, details and individual as well as group buildings. Students must make arrangements for printing outside of class.

Credit 3/Qtr.

CHGP-411 Photography of the
Registration #0231-411 Natural World
Through lectures, field trips, class discussion, and critiques, the student is offered an opportunity to develop an awareness and sensitivity to the beauty of the natural world. There are a number of field trips scheduled to areas such as Letchworth Park, Bergen Swamp, Sapsucker Woods and other appropriate locations. Transparency materials are exclusively in the 35mm format. The student is expected to have his or her own camera, light meter and some type of close-up accessory. May be elected twice for credit. (CHGP-201, 202,203 or equivalent)

Credit 4

CHGP-431,432,433 Photographic Communication
Registration #0231-431,432,433
Photography for people in action situations. The decisive moment and "candid" pictures. Picture stories and sequences. Effective use of available light. Historical perspectives. Use of writing and captions in conjunction with photographic images. Shooting and printing portion of the assignments to be completed outside of class time.

Credit 2/Qtr.

CHGP-295,298 Photographic Vision I and II
Registration #0231-295,298
Photographic Vision is a video-based, two-course sequence about photography, presented in a medium that enhances the power of the photograph. The course covers the basic mechanical skills of camera handling, the nomenclature of the tools and materials, the history of photography, and the technical, artistic and commercial dimensions of this craft. Photography is approached as an art form and as a unique means of human communication as well as a technical skill. Students desiring darkroom experience should also register for a Photography Workshop: CHGP-101 or 102. Completion of CHGP-295 and 298, CHGP-101, 102 along with four credits of photography electives, will satisfy the requirements of Basic Professional Photography: CHGP-201, 202 and 203.

Credit 1 (-295)

Credit 2 (-298)

Photographic Science

CHGR-207,208,209 Fundamentals of
Registration #0238-207,208,209 Photographic Science
Principles of sensitometry, photographic chemistry and applied photography. Subject areas include densitometers, sensitometers, logarithms, characteristic curves and photographic response relationships. General emulsion and photographic processing chemistry formulations, time-temperature relationship, chemical balance and process control. The view camera and its use, perspective, depth of field, lighting and proper metering techniques, filters, flash and photography as a pictorial and a scientific instrument. (A background in algebra and trigonometry is suggested)

Credit 4/Qtr.

CHGR-217,218,219 (Lec.) Photographic Chemistry
CHGR-224,225,226 (Lab)
Registration #0238-217,218,
219,224,225,226

This course will provide the student with an understanding of the chemical basis of photography necessary to the continued study of photographic science and with a systematic study of the manufacture and properties of silver halide photographic emulsions and processing solutions.

Specific topics will be: formation and growth of silver halide crystals; chemical and spectral sensitization; addenda and coating; latent image theory and application of conventional and diffusion transfer processing; comparisons and silver halide and non-silver photographic systems.

The course will assume only an introductory knowledge of chemistry, yet science or engineering graduates entering photographic research or involved in other areas of photographic technology will find in the course a basis for their work and for further study. The lecture may be taken by itself. (CHGR-201, 202, and 203 and CHGR-207, 208 or equivalent)

Credit 4/Qtr., Lec. 3, Lab 1

CHGR-227, 228,229 Black and White Sensitometry
Registration #0238-227,228,229

The relation of photographic density to exposure in a light-sensitive silver halide emulsion, including radiation source, exposure measuring devices, sensitometers, chemical development and processing, D-Log curves, densitometers, tone reproduction, and the necessary latent image theory. (CHGR-207, 208, 209 and CTAM-210 or equivalent)

Credit 3/Qtr.

CHGR-237,238 Radiometry
Registration #0238-237,238

You will become acquainted with the human visual process, light sources, attenuators, receivers and the physical parameters involved in the generation, propagation, composition and measurement of radiant energy particularly as it relates to photographic materials and fundamental optical systems. A background in algebra and trigonometry is recommended. (CHGR-207 and CTAM-210 or equivalent)

Credit 3/Qtr.

CHGR-307 Quality Control of
Registration #0238-307 Photographic Solutions

Principles of photographic processing solutions, their chemical and sensitometric analysis, the application of statistics and the design of photographic processing machines for precision photographic processing. Identification of processing errors, processing for permanence, modification and restoration of photographic images.

Content purpose and criticality of control of the chemical components in black and white and color processing solutions. Current procedures and instrumentation for the analysis and control of processing solutions. Testing for the identification of processing errors. Design of replenishment formulas. Principles of machine design construction materials and processing solution compatibility. Specific examples of use in present day machines. (CHGR-217,218,219 or equivalent)

Credit 3

CHGR-407,408,409 Optics
Registration #0238-407,408,409

Introduction to geometrical and physical optics applied to photographic systems and optical instruments. (CTAM-251, 252 or equivalents)

Credit 3/Qtr.

CHGR-414,415,416 **Color Sensitometry**
Registration #0238-414,415,416
Photographic measurements, color specification, spectrophotometry, visual and printing densities, integral and analytical color densitometry, color reproduction, dye deficiencies and masking. (CHGR-227, 228, 229 and CTAM-251, 252, 253 or equivalents. Computer programming background also required)
Credit 3 (CHGR-414,415), Credit 4 (CHGR-416)

CHGR-417,418,419 **Image Evaluation**
Registration #0238-417,418,419
The course objective is to develop fundamental and rigorous understanding of the problems of evaluating photo-optical systems. Both the subjective and the objective methods of analysis are discussed in considerable detail.

The main topics are: point-and-line-spread function of photo-optical systems; derivation of the line-spread function of photographic emulsions; one-dimension image formation and convolution integrals; Fourier analysis and Fourier transforms; auto-correlation and its applications; modulation transfer function of photo-optical systems (MTF). (CHGR-407, 408, 409 and CTAM-305, 328 or equivalent. Computer programming background also required)

Credit 3/Qtr.

CHGR-421 **Mathematical Methods in**
Registration #0238-421 **Photographic Science**
A survey of various mathematical techniques useful in devising or modeling photographic systems. Each method is applied to numerous problems and examples from photographic science after development of the pertinent mathematics. Topics selected from: linear spaces, transformations, dimensional analysis, information theory, system analysis, distributory theory, stochastic processes. (CTAM-251,252,253 or equivalents)

Credit 4

CHGR-520 **Xerography and**
Registration #0238-520 **Electrographics**
The objectives of this course, which is directed towards working engineers, scientists and experienced technicians, are to provide a comprehensive program devoted to the scientific background and practical applications of electro-photography, to emphasize the relationship of silver photography to electrostatic imaging, and to provide practical experience in xerographic image formation and reproduction.

Topics which will be covered in lectures, demonstrations, and laboratories include: electrical imaging and electrostatic principles; photoconductivity; the electrical latent image; dry and wet development; image transfer and fusing; and novel technical approaches.

The prerequisites assume a background in general physics (especially electricity) and college mathematics or equivalent experience.

Fundamental principles of selected subjects will be reviewed.

Credit 3

CHGR-527 **Theory of the Photographic**
Registration #0238-527 **Process**
An advanced course in photographic theory covering the underlying principles and mechanisms of the photographic process. Latent image formation, photographic sensitivity, emulsions, and development processes will be discussed in terms of the basic principles of solid state physics. The concepts of band structure, trapping levels, lattice defects, surface space charge layers, and interface electro-chemistry will be described and employed. (CHGR-217, 218, 219 and 224, 225, 226 or equivalent)

Credit 2.

CHGR-528 **Theory of the Color Process**
Registration #0238-528
The measurements of color photography, colorimetry, tone and color reproduction, spectrophotometry, and masking theory are treated in a common mathematical notation. (CHGR-217, 218, 219 and 224,225,226 and CHGR-414,415,416 or equivalent)
Credit 4

CHGR-529 **Non-Silver Imaging Systems**
Registration #0238-529
The purpose of the course is to examine the more promising nonsilver and unconventional silver halide systems in view of the future requirements in cost, sensitivity, image quality, color rendition, ecology (to compare them to present silver imaging systems), and to consider the reasons for the commercial failure and future prospects of other systems.

The course will emphasize the principles and methods of physics and chemistry which have been developed into non-silver photographic systems, rather than the extensive empiricism which has been characteristic of this field. The student will gain an understanding of the principal non-silver systems and today's research and product trends. Topics include: latent-image theory; exposure effects; mechanism of development and spectral sensitization; sensitometry, and image evaluation. (CHGR-527 or equivalent)

Credit 4

CHGR-557,558,559 **Independent Research**
Registration #0238-557,558,559
Individual project involving research in an applied professional or scientific photographic subject carried out under the guidance of a professor. (Permission of chairperson, photography)

Credit 3/Qtr.

Printing

CHGT-201,202,203 **Introduction to Printing**
Registration #0239-201,202,203
Survey of the various phases of production employed in major printing processes, encompassing the major steps from design to finished printed product.

Credit 2/Qtr.

CHGT-207 **Printing Design and Layout**
Registration #0239-207
Fundamentals of layout and design as applied to commercial printing and advertising, including how to design with type, specify type and illustrations, and produce layouts from thumbnail sketches to a completed comprehensive design. Emphasis on technical and printing problems.

Credit 3

CHGT-219 **Estimating**
Registration #0239-219
A basic course in planning production, cost of materials, hour costs, hour rates, estimating time and time standards.

Credit 4

CHGT-221,222,223 **Offset Film Assembly**
Registration #0239-221,222,223
A comprehensive course sequence of applied study in offset film assembly to include: imposition planning and layout; black and white, flat color, and process color film assembly techniques; pin register systems; proofing systems; roomlight film contacting procedures. Lab projects are designed to include a wide variety of film assembly techniques and emphasize the development of job analysis, planning and construction skills.

Credit 3/Qtr.

CHGT-227 Copy Preparation
Registration #0239-227
Copy preparation for reproduction; working from layouts; arrangement and handlings for paste-up, separation mechanicals, and photographic copy; requirements of reproduction proofs; writing complete specifications for stripping and camera.
Credit 3

CHGT-237 Technology of Typesetting
Registration #0239-237
An introduction to machine typesetting including hot metal, tape and phototypesetting.
Credit 2

CHGT-241 Typography
Registration #0239-241
The typographical factors important to all phases of printing design from simple commercial work to books. Special attention is given to the logical selection of types, and their fitness for a variety of jobs.
Credit 2

CHGT-251 Paper and Printing
Registration #0239-251
A survey of types of paper and papermaking. Emphasis is on paper characteristics and their role in effective printing. Attention is given to paper buying/economics: interrelationship of ink, paper, and press; and identifying, documenting, and resolving paper/press problems.
Credit 3

CHGT-265 Lithography I
Registration #0239-265
This course is designed to introduce the student to the principles and theories of offset lithographic printing. Hands-on presswork is designed to prepare the student for more advanced concepts presented in the next course.
Credit 3

CHGT-365 Lithography II
Registration #0239-365
This course is a continuation of Lithography I, with an emphasis on the production aspect of offset lithographic principles, including more advanced press skills and the efficient production of four-color process work.
Credit 3

CHGT-301,302,303 Reproduction Camerawork
Registration #0239-301,302,303
The photographic process as it relates to the printing of black and white and color reproductions. Emphasis on basic photography; line and half-tone photography; tone reproduction; and color separation photography. The theoretical approach is stressed; however, students will be involved in various photographic activities.
Credit 2/Qtr.

CHGT-314 Flexography
Registration #0239-314
A study of the theory and practice of flexographic printing, uses and development of flexography, plate and ink requirements, press principles and operation, experiments in printing on a wide variety of surfaces.
Credit 2 .

CHGT-341 Printing Processes
Registration #0239-341 Introduction to Offset Press
A basic introduction to offset presses. Covering: lithographic theory, the applications of lithography, capabilities and limitations of process and basic press design and function. The materials will be presented in the form of lectures and demonstrations. (CHGT-203)
Credit 2

CHGT-407 Ink and Color
Registration #0239-407
This course is designed to meet the needs of both management and production printing students. A two-hour lecture course on all facets of ink manufacturing and color matching; lab project participation by the student is strictly voluntary. Emphasis on technical and printing problems with offset (wet/dry) and letterpress inks.
Credit 2

CHGT-421 Planning and Finishing
Registration #0239-421
Course is designed to understand imposition planning as related to and governed by folding and other finishing operations. Content deals with the concepts of pre-press planning, binding and finishing. Included are topics on preparing layouts, forms and folded paper material for binding. Laboratory experiments include operation of modern bindery equipment and the binding of a hardcover book.
Credit 2

Science and Technology

Mathematics

NOTE: Entering students who apply for any of the beginning mathematics courses, CTAM-201, 210 or 251, are required to take a diagnostic examination to determine the level at which they may start the mathematics sequence. Students who have had previous college level mathematics courses should consult with an advisor.

CTAM-101,102,103 Mathematics
These courses are now offered through the Learning Development Center and can be found under Learning Development Center-Technical. Registration #1710-011, 012, 013

CTAM-201,202 Technical Mathematics
Registration #0240-201,202
A two-quarter sequence to meet the needs of students enrolled in AAS degree programs. This is an introduction to college algebra and trigonometry covering basic algebraic concepts and operations, algebraic and transcendental (trigonometric, logarithmic, and exponential) functions. (Three years high school math or equivalent)
Credit 4/Qtr.

CTAM-203 Technical Calculus
Registration #0240-203
An elementary applied calculus course for students in the AAS program. This course covers the basic differential and integral calculus of algebraic and transcendental function with applications. (CTAM-202 or equivalent)
Credit 4

- CTAM-205** **Mathematical Thought and Processes**
Registration #0240-205
 An examination of mathematical thought and processes through a study of elementary mathematical concepts. This course is designed to acquaint the student with the "mathematical way of thinking," the development of mathematical formulas, the applications of mathematics in today's society on an elementary level.
 Credit 4
- CTAM-206** **Modern Mathematical Methods**
Registration #0240-206
 An examination of selected modern mathematical methods used in today's society. This examination includes a study of the nature of these methods, a study of how these methods are used, and a study of the usefulness of these methods in today's society.
 Credit 4
- CTAM-210** **College Algebra and Trigonometry**
Registration #0240-210
 A precalculus course covering a study of algebraic and transcendental (trigonometric, logarithmic, and exponential) functions including graphs and equations. (Three years of high school mathematics or equivalent including intermediate algebra)
 Credit 4
- CTAM-212** **Introduction to Statistical Process Control**
Registration #0240-212
 An introduction to the methods of statistical process control. Topics include the normal distribution, estimating population characteristics from sample data, probability, development and interpretation of control charts. (CTAM-201 or equivalent)
 Credit 4
- CTAM-251** **Calculus**
Registration #0240-251
 Topics include limits, derivatives of algebraic and trigonometric functions; continuity; differentials; related rates; curve sketching; maxima and minima problems; indeterminate forms. (CTAM-210 or equivalent)
 Credit 4
- CTAM-252** **Calculus**
Registration #0240-252
 Topics include the indefinite integral; the definite integral; applications; differentiation and integration of transcendental functions. (CTAM-251 or equivalent)
 Credit 4
- CTAM-253** **Calculus**
Registration #0240-253
 Topics include methods of integration; plane analytic geometry; polar coordinates; vector algebra with emphasis on applications; sequences and series. (CTAM-252 or equivalent)
 Credit 4
- CTAM-265** **Discrete Mathematics I**
Registration #0240-265
 An introduction to discrete mathematics with applications in computer science and mathematics, with an emphasis on proof techniques. It covers the basics of combinatorics, sets, functions, the natural numbers, and the integers mod n . (CTAM-201, 202 or equivalent)
 Credit 4
- CTAM-266** **Discrete Mathematics II**
Registration #0240-266
 A continuation of discrete mathematics with applications in computer science and operations research. It covers finite state machines, relations, graphs, trees, optimization and matching. (CTAM-265)
 Credit 4
- CTAM-305** **Calculus**
Registration #0240-305
 Partial differentiation; multiple integrals; solid analytic geometry; vector calculus with emphasis on applications to science and engineering. (CTAM-253 or equivalent)
 Credit 4
- CTAM-306** **Differential Equations**
Registration #0240-306
 Ordinary differential equations through n th order with emphasis on first and second order linear. Applications, Laplace Transforms. (CTAM-305 or equivalent)
 Credit 4
- CTAM-318** **Boundary Value Problems**
Registration #0240-318
 A continuation of CTAM-306, Differential Equations. Topics covered are Fourier Series, and introduction to partial differential equations; series solutions of differential equations; applications of the material covered. (CTAM-306 or equivalent)
 Credit 4
- CTAM-328** **Engineering Mathematics**
Registration #0240-328
 An introduction to matrix algebra and vector analysis. Topics covered are matrix operations with application; vector algebra, vector calculus, gradient, divergence and curl; linear and surface integrals; independence of path and the divergence theorem; applications. (CTAM-305 or equivalent)
 Credit 4
- CTAM-341,342** **Engineering Statistics**
Registration #0240-341,342
 Designed to provide the student with a working understanding of the basic statistical strategies useful in the analysis and interpretation of data generated by problems of variation in the physical and applied sciences, and as such is a study of the concepts and technique's of mathematical probability and statistics and its role as the central core of all statistical strategies. (CTAM-305 or equivalent)
 Credit 4/Qtr.
- CTAM-407** **Linear Algebra**
Registration #0240-407
 Topics covered in this course are: vector spaces; systems of linear equations; linear transformations and matrices; determinants; characteristic roots and vectors; similarity of matrices and quadratic forms; applications of the above. (CTAM-252 or equivalent)
 Credit 4
- CTAM-417** **Numerical Analysis**
Registration #0240-417
 This course covers linear difference equations; numerical methods for solving equations; interpolation, iteration, and approximating procedures; error analysis or related methods; empirical formulas; and problems involving computer applications. Where applicable, the computer will be used in solving problems. (FORTRAN or BASIC Programming and CTAM-306 or equivalents)
 Credit 4

CTCC-216 Qualitative Inorganic Analysis
Registration #0244-216
A lecture-laboratory course designed to present and illustrate the principles of the methodology of qualitative inorganic cation and anion analyses. (Concurrent with CTCC-213 or equivalent)
Credit 2

CTCC-217,218 Quantitative Analysis
Registration #0244-217,218
A lecture-laboratory course designed to illustrate the techniques and skills required for volumetric and gravimetric quantitative analysis. (Concurrent with CTCC-211, 212 or equivalent)
Credit 2/Qtr.

CTCC-231 (Lecture) Organic Chemistry
CTCC-236 (Lab)
Registration #0244-231,236
An introductory course in the science of organic chemistry. A survey of the nomenclature of organic molecules and a discussion of the structure and properties of the various classes of organic compounds is presented. (CTCC-213 or equivalent)
Credit 5, Lec. 3, Lab 2

CTCC-232,233 (Lec.) Organic Chemistry
CTCC-237,238 (Lab)
Registration #0244-232,233,237,238
Fundamental principles of organic reactions are examined for the various types of organic chemicals. Nomenclature, stereochemistry, physical characterization techniques, and reaction types are stressed. Laboratory; preparation of various types of organic chemicals. Emphasis is on the techniques of separation and identification. (CTCC-231 or equivalent)
Credit 5/Qtr., Lec. 3, Lab 2

CTCC-241,242 (Lec.) Engineering Chemistry
CTCC-246,247 (Lab)
Registration #0244-241,242,246,247
A general chemistry course for engineering science and applied science students. The fundamental concepts relating to the physical states of matter, the atomic theory, chemical reactions, thermodynamics, kinetics, electrochemistry, solutions, acid-base theory, oxidation-reduction reactions, nuclear chemistry and a brief introduction to organic chemistry, biochemistry and polymer chemistry as these topics relate to technological problems are presented. The emphasis is placed on the techniques available for the solution of real problems. The laboratory includes applications of the principles discussed in lecture to the solution of specific or project oriented laboratory problems. (CTAM-202 or equivalent)
Credit 4/Qtr., Lec. 3, Lab 1

CTCC-312 (Lec.) Analytical
CTCC-317 (Lab) Chemistry-Separations
Registration #0244-312,317
Inorganic and organic separations; Raoult and Henry Laws; phase rules; distillation; extraction; absorption and surface effects; electrophoresis; chromatography including gas, liquid, column, paper, thin layer, and ion exchange. (CTCC-213, CTCC-218 or equivalents, CTCC-231; CTAM-210 or equivalent)
Credit 4, Lec. 3, Lab 1

CTCC-313 (Lec.) Introduction to Physical
Registration #0244-313 Chemistry
Properties of gases, kinetic-molecular theory; Boltzman Distribution functions; non-ideal behavior; first law of thermodynamics; heat capacities; Euler's theorem and homogeneous functions; thermochemistry; and introduction to the second law. (CTCC-231, CTCC-233 or equivalents; CTAM-253)
Credit 3

CTCC-561 Surface and Colloid
Registration #0244-561 Chemistry
Surface energy of liquids and solids, adsorption, catalysis, preparation and properties of classical colloids, electrical and optical properties of colloids, formation and properties of macromolecules. (SCHP-443 or equivalent)
Credit 3

CTCC-562 Photochemistry
Registration #0244-562
Properties of visible and ultraviolet radiation, adsorption of radiation, spectra, mechanisms in gases, liquids, and solids; experimental techniques. (SCHP-443 or equivalent)
Credit 3

CTCC-598 Topics in Chemistry
Registration #0244-598 Spectrometric Identification
of Organic Compounds
A practical approach to the elucidation of the structure of organic compounds through detailed analysis of their infrared, ultraviolet-visible, nuclear magnetic resonance and mass spectrometric properties. The emphasis is on the solution of real problems. (CTCC-233 or equivalent)
Credit 3

CTCC-599 Independent Study
Registration #0244-599 Chemistry
Faculty-directed study of chemical topics on a tutorial basis. (Consent of instructor)
Credit 1

Physics

CTCP-201,202,203 (Lec.) College Physics
CTCP-206,207,208 (Lab)
Registration #0245-201,202, 203,206, 207,208
A basic course in physics using algebra and trigonometry; topics covered: statics, dynamics, harmonic motion, sound, heat, fluid-flow, wave motion, optics, electricity and magnetism. Emphasis on understanding of basic principles and problem solving. (CTAM-202. Students who have not taken CTAM-202 must take the math qualifying exam.)
Credit 4/Qtr., Lec. 3, Lab 1

CTCP-301,302,303 (Lec.) Physics
CTCP-306,307,308 (Lab)
Registration #0245-301,302, 303,306,307,308
Physics for engineering and science students. The following topics are covered: statics, dynamics, harmonic motion, wave motion, sound, thermodynamics, fluid-flow, optics, electricity and magnetism. Calculus is used freely. (CTAM-253 or equivalent)
Credit 5/Qtr., Lec. 4, Lab 1

CTCP-457 **Modern Physics**
Registration #0245-457
An introductory course of 20th century physics. Review of some classical concepts, special relativity, quantum effects, duality of waves and particles, the hydrogen atom. (CTCP-303, CTAM-305)
Credit 4

CTCP-458 **Modern Physics**
Registration #0245-458
A continuation of CTCP-457. Many electron atoms, molecular physics, solid state physics and devices. (CTCP-457 or equivalent)
Credit 4

CTCP-459 **Nuclear Physics**
Registration #0245-459
Elementary particles, nuclear structure, nuclear reactions, fission, fusion. Nuclear power, accelerating machines. (CTCP-458 or equivalent)
Credit 4

Contemporary Science

CTCS-221 **Contemporary Science: Biology**
Registration #0246-221
An introduction to the fundamental principles of biology for nonscience majors and the application of these concepts to areas of interest in our contemporary technological society. Topics to be discussed include the cell as a biological unit. The biogenesis-abiogenesis controversy, genetic coding and introduction to plant and animal biology. The course is presented in a lecture-demonstration format. (CTAM-201 or CTAM-205 or CBCH-201 or equivalent)
Credit 4

CTCS-222 **Contemporary Science: Chemistry**
Registration #0246-222
An introduction to the fundamental principles of chemistry for nonscience majors and the application of those concepts to areas of interest and concern in our contemporary technological society. Topics to be discussed include the atomic theory, chemical periodicity, nuclear reactions and energy, physical states of matter, chemical compounds, chemical reactions, organic chemistry, biological chemistry and macromolecular chemistry. The course is presented in lecture-demonstration format. (CTAM-201 or CTAM-205 or CBCH-201 or equivalent)
Credit 4

CTCS-223 **Contemporary Science: Physics**
Registration #0246-223
An introduction to the fundamental principles of physics for nonscience majors, and the application of these concepts to areas of interest and concern in our contemporary technological society. The conceptual basis for the phenomena of heat, light, sound, mechanics, electricity and magnetism is discussed and related to such topics as astronomy, space exploration, lasers and environmental concerns. The course is presented in a lecture-demonstration format. (CTAM-201 or CTAM-205 or CBCH-201 or equivalent)
Credit 4

CTCS-224 **Contemporary Science: Oceanus**
Registration #0246-224
An introduction to the fundamental principles of oceanography for nonscience majors, and the application of those concepts to areas of interest and concern in our contemporary technological society. The marine environment will be investigated in terms of basic scientific concepts, and topics to be discussed will include plate tectonics and earthquake prediction, the impact of ocean pollutants, climate fluctuations, cetacean intelligence and resources from the sea. (A TeleCourse offering)
Credit 4

CTCS-289 **Contemporary Science: Mechanical Universe**
Registration #0246-289
This course is an introduction to physics for nonscience majors that uses the video course, "The Mechanical Universe...and Beyond," as the main method for presentation of material. The topics covered include: units and dimensional analysis, motion, force, energy, heat, waves, light, relativity, atoms and quantum mechanics. A TeleCourse offering. (CTAM-201 or CBCH-201)
Credit 4

Computer Programming

CTDP-201 **Computer Techniques**
Registration #0249-201
Programming in BASIC on RIT's VAX computers. After an introduction to time-sharing and editing procedures the course deals with the computer as a tool for solving applied problems. Not for computer systems majors. (CTAM-202)
Credit 2

CTDP-215 **FORTRAN Programming**
Registration #0249-215
A study of FORTRAN programming techniques and applications. Topics include FORTRAN constants, variables, expressions, functions, logical operations, storage allocations, statements. I/O manipulation and subprograms. Debugging and diagnostic methods. Programming projects will be required. (CTDS-202 or permission of advisor)
Credit 4

CTDP-241 **Programming I Algorithmic Structures**
Registration #0249-241
An introduction to programming emphasizing the development and documentation of modular computer-based algorithms. A structured procedural programming language (e.g., Modula-2) is used to demonstrate modern programming principles. Topics include variables, expressions and assignment, control structures (sequencing, selection and repetition), modularity via procedures and functions, parameter mechanisms, and identifier scope in block structured languages. Programming assignments are an integral part of this course. (CTDS-202)
Credit 4

CTDP-242 **Programming II Data Structures**
Registration #0249-242
An introduction to the basic data structures used in computer applications. Both abstract concepts and implementation details will be discussed, including comparisons of alternate implementations. Topics include arrays, records, pointers, dynamic storage allocation, linked lists, stacks, queues and trees. Programming projects are required. (CTDP-241)
Credit 5/Qtr., Lec. 4, Lab 1

CTDP-243 **Programming III**
Registration #0249-243 **Design and Implementation**
 A first course on the design and implementation of moderately large single-programmer systems. Modern principles of design and testing will be presented in class and reinforced by programming assignments. The importance of both internal and external program documentation will be stressed. Topics include top-down design, stepwise refinement, test data selection, modularity measures (cohesion and coupling), common programming paradigms, and advanced file I/O. Programming projects are required. (CTDP-242, CTDP-305)

Credit 4

CTDP-305 **Assembly Language**
Registration #0249-305 **Programming**
 A study of assembly language programming methods with topics including computer organization, assembly process, assembly coding, addressing, binary arithmetic, relocatability, storage allocation, subroutine linkage, looping and address modification, character manipulation, bit manipulation, floating-point arithmetic, decimal instruction set, some system I/O, macros and debugging techniques. Programming projects will be required. (CTDS-202)

Credit 4

CTDP-307 **Business Applications**
Registration #0249-307 **Programming**
 The mastery of the techniques and concepts of programming within a business programming environment. Emphasis on algorithmic solutions to business problems, including report generation, sorting and table processing and generation, complex I/O processing. Programming projects are required. (CTDS-325)

Credit 4

CTDP-318 **APL Programming**
Registration #0249-318 **Techniques and Applications**
 Topics include APL programming and style, function definition and recursive programming. APL report formatting features, file I/O subsystem, graphic I/O and business systems applications. Programming projects will be required. (A high-level programming language)

Credit 4

CTDP-320 **Computer Programming**
Registration #0249-320 **for Engineers**
 Computer programming in FORTRAN. Application emphasis is on numerical methods. Programming projects are required. (CTAM-305)

Credit 4

CTDP-330 **PL/1 Programming**
Registration #0249-330
 Topics include elementary data types and control structures, data structuring capabilities (arrays and records), run-time error handling, standard built-in functions, text processing, user written functions and subroutines. Emphasis on developing well-structured and modular programs. Programming projects are required. (A high level programming language)

Credit 4

CTDP-488 **Programming Systems**
Registration #0249-488 **Workshop**
 A workshop for the mastery of the techniques and concepts of programming systems, design and implementation. Students will work with data modeling, both with and without a data-base management system product. Students will gain experience with system specification and design charting techniques, project scheduling and management and programming team experience. Programming projects will be required. (CTDP-307, CTDS-335, CTDS-485)

Credit 4

Computer Systems

CTDS-200 **Introduction to Computers**
Registration #0250-200 **and Programming**
 Basic concepts and overview of computer science. The topics include historical development, algorithms, flowcharting and programming in BASIC. Exposure to assembler language, hardware concepts, software concepts, binary and hex numbers and logic. Application of the computer to various disciplines. Not for computer science majors. (High school intermediate algebra)(Also a TeleCourse offering)

Credit 4

CTDS-201 **Applications Software**
Registration #0250-201
 An introduction to several types of applications software. The lectures and hands-on experience labs are oriented to the IBM PC. Major subjects covered will include: hardware components; disk storage; disk operating system (DOS); word processing (WORDSTAR or WORDPERFECT); spreadsheeting (LOTUS 1-2-3); and data base management (DBASE III). A course for persons involved in information management. (CTDS-200)

Credit 4

CTDS-202 **Introduction to**
Registration #0250-202 **Computer Science**
 An introduction to the computer: information representation, instruction execution and the software interface to the user. Topics include integer and floating point arithmetic, logical operations, introduction to machine and assembly language, input/output operations, operating systems. (Three years high school mathematics, permission of advisor)

Credit 4

CTDS-203 **Advanced Topics**
Registration #0250-203 **In Application Software**
 This is a continuation of CTDS-201 and prepares students for more in-depth interaction with their PCs and the applications software. Major topics include: MS-DOS, Print Graph and programming with macros in Lotus, custom screen layouts and query language in DBASE m+. (CTDS-201)

Credit 4

CTDS-315 **Digital Computer**
Registration #0250-315 **Organization**
 Introduction to computer architecture and implementation. Topics include a review of arithmetic and Boolean algebra; combinatorial and sequential circuit design; flip-flops and adders; storage mechanisms and their organization; instruction; fetch decode and execution in a simple CPU; input/output subsystems; interrupts. The laboratory experiments introduce elementary integrated circuit building blocks including gates, flip-flops, registers, counters and elementary sequential circuits. (CTAM-265, CTDP-305)

Credit 4

CTDS-325 **Data Organization and Management**
Registration #0250-325
A course dealing with the methodology associated with the external storage of data. Topics include file organization (sequential, indexed and direct access physical organization); space optimization and directory organization; an introduction to external sorting and searching and the basis of data modeling, data base organization and management. Programming projects are required. (CTDP-243)

Credit 4

CTDS-335 **System Specification, Design and Implementation**
Registration #0250-335
Students are introduced to basic concepts of system specification and design, systems implementation and project management. Tools used include PERT/CPM (scheduling tools), structured English, structured flowcharts and decision trees (description tools), dataflow diagramming (description and design tool) and hierarchical design of programming systems (design tool). Students are also introduced to HIPO charts, NS charts, etc. and to the structured design methods of Yourdon. (CTDS-325)

Credit 4

CTDS-340 **Finite State Machines and Automata**
Registration #0250-340
Topics include finite state models, machine capabilities, descriptive methods, decomposition methods, regular expressions, bilateral analysis and synthesis, sequential iterative systems and space-time transformations. (CTDS-315)

Credit 4

CTDS-400 **Logical Design**
Registration #0250-400
An introduction to switching theory, sequential circuit analysis and synthesis, error detection, error correction networks, speed-up techniques, serial and parallel approaches, interfacing techniques. (CTDS-315)

Credit 4

CTDS-420 **Data Communication Systems**
Registration #0250-420
Data communication and telecommunication systems. Including communication techniques and interfaces, common carrier implications and tariffs, multiplexors; buffering response time and human factors; network design analysis and cost, software considerations. (CBCH-351, CTDS-315)

Credit 4

CTDS-430 **Numerical Methods**
Registration #0250-430
Topics included are: error analysis, roots of an equation, solution of systems of equations, interpolation, power series calculation of functions, numerical integration and first order differential equations. Programming projects are required. (SMAT-421 or equivalent and FORTRAN or BASIC)

Credit 4

CTDS-440 **Operating Systems**
Registration #0250-440
A general survey of operating system concepts. Topics include process synchronization, interprocess communication, deadlocks, resource management, memory management, overlays, static and dynamic relocation, virtual memory, file systems, logical and physical I/O, device allocation, process and resource protection. (CTDS-315 and CTDS-325)

Credit 2.

CTDS-480 **Formal Languages**
Registration #0250-480
Formal language theory and principles. Topics include context free, context sensitive grammars, regular expressions; Turing machines; introduction to computability. (CTDS-340)

Credit 4

CTDS-485 **Data Base Concepts**
Registration #0250-485
Topics include data organization and structure; relational, hierarchical and network approach; data security and recovery. Comparison of the data base approach with traditional file organization and access methods; performance and management issues. (CTDS-325)

Credit 4

CTDS-520 **Computer Architecture**
Registration #0250-520
A study of computer architecture and design. Topics include review of basic theories, hardware technology, parallel and distributive logic, synchronous and asynchronous machines and analysis of commercial machines. Alternatives to classical machine structure. (CTDS-315)

Credit 4

CTDS-525 **Assemblers, Interpreters, and Compilers**
Registration #0250-525
A survey of three basic programming language processors; assemblers, interpreters, and compilers. The topics include design and construction of language processors, formal syntactic definition methods, parsing techniques and code generation techniques. (CTDS-325)

Credit 4

CTDS-530 **Discrete Simulation**
Registration #0250-530
Computer simulation techniques. Abstract properties of simulation modeling, analysis of a simulation run and statistics. The simulation language GPSS will be taught. Programming projects are required. (CBCH-351 or equivalent and programming experience)

Credit 4

CTDS-550 **Review of Computer Science**
Registration #0250-550
Review of significant advances in computer science which have occurred in the last few years. Designed to give graduating students an overview of recent technological and theoretical advances. Reports on outside readings. (Senior year standing)

Credit 4

CTDS-565 **Computer Systems Selection**
Registration #0250-565
A study of computer systems design, evaluation and selection methodology. The design aspect deals with the problem of specifying physical systems on the basis of logical design specifications and performance analysis of existing and proposed computer systems. The selection aspect covers vendor proposal requests, evaluation and validation of proposals and procurement methods. (CTDS-315 and CTDS-325)

Credit 4

CTEF-328 **Report Writing**
Registration #0255-328
Principles of organizing data and information into clear and concise engineering reports; technique of library research; oral reports; minutes of meetings; business letters; short and formal reports.
Credit 2

CTEF-360 **Introduction to Numerical Control**
Registration #0255-360
The philosophy of the use of numerical control in manufacturing. The course will review manual programming, examine different applications of numerical control, and introduce computer-assisted programming techniques. N/C machine tools will be demonstrated.
Credit 4

CTEF-370 **Tool Design**
Registration #0255-370
The design of special tooling, jigs, and fixtures for economic production. The principles of positioning, locating and clamping are studied along with the analysis of cutting forces. Also covered are tools for inspection and gauging. (CTEF-202)
Credit 4

CTEF-380 **Time Study**
Registration #0255-380
The principles and applications of the basic techniques for improvement of the man-job-time relationship, job standards and recording, and work-space design for the efficient use of manpower. (CTEF-202)
Credit 3

CTEF-391 **Production Control**
Registration #0255-391
This course prepares the student to deal with production planning algorithms and inventory control models. Subjects such as forecasting, inventory control techniques, production planning and scheduling and material requirements planning will be presented. (CTEF- 202)
Credit 4

Building Technology (Industrial Technology)

CTIB-101,102 **Architectural & Structural Blueprint Reading**
Registration #0261-101,102
(Residential, Commercial) Reading and interpretation of architectural and structural drawings; use of scales, symbols for materials, drafting conventions, schedules and specifications; freehand sketching, elementary mathematics, and some quantity take-off.
Credit 3/Qtr.

CTIB-201 **Architectural Drawing**
Registration #0261-201
Introduction to architecture, the role of architectural drawings in the construction process, and basic drafting techniques used in architectural drawing including pencil techniques, freehand sketching and lettering. Introduction to drawings required in the traditional construction drawing set.
Credit 2

CTIB-202 **Architectural Drawing**
Registration #0261-202
Introduction to the techniques of the architectural design process including preliminary presentation drawings, isometrics, and perspectives. Preparation of drawings required in the design and construction process of different building types. (CTIB-201)
Credit 2

CTIB-203 **Architectural Drawing**
Registration #0261-203
Advanced study in the complete architectural process required in developing more complex building types. Preparation of design and schematic drawings of different building types with concentration on detail and construction drawings. (CTIB-202)
Credit 2

CTIB-204,205,206 **Architectural Drawing**
Registration #0261-204,205,206
Design development, presentation and working drawing preparation including: plans, elevation, sections, and details of different building types. Site planning, perspective presentation and related design skills. (CTIB-203)
Credit 2/Qtr.

CTIB-207,208,209 **Architectural Drawing**
Registration #0261-207,208,209
Advanced design development, presentation and working drawing preparation including: plans, elevation, sections, and details of different building types. Site planning, perspective presentation and related design skills. (CTIB-206)
Credit 2/Qtr.

CTIB-231 **Surveying**
Registration #0261-231
Introduction to surveying including measurement of horizontal distances, leveling, theory of error, bearings and azimuths, measurement of angles, tachymetry, traverse surveys and computations. Several field trips provide familiarization with instrument use. (High school algebra and trigonometry or equivalent)
Credit 4

CTIB-241 **Building Construction (Materials)**
Registration #0261-241
Study of basic construction materials including concrete, masonry, metal, wood, bitumens, plastics, coatings, glass and glazing. Basic physical properties of materials are defined and emphasis is placed on practical applications. Design of concrete mixtures and basic stress-strain relationships are covered.
Credit 3

CTIB-242,243 **Building Construction (Methods and Procedures)**
Registration #0261-242,243
Elements and details of building construction. Study of fundamental design concepts, building codes, foundations, wood, steel and concrete construction, specifications and construction management. (CTIB-241 or equivalent)
Credit 3/Qtr.

CTIB-251 **Construction Contracting**
Registration #0261-251
Construction activities from the contractors' viewpoint. Bidding procedure from bid advertisement to bid opening; bonds, insurance, contracts, subcontracts and bidding documents; construction safety, project planning, scheduling and control. Governmental controls including zoning and building codes.
Credit 3

CTIB-252,253 **Building Estimating**
Registration #0261-252,253 **(Residential, Commercial)**
Basic cost estimating of residential and commercial construction projects including types of estimates, quantity taken off, unit price, material and labor costs, overhead, profit and contingencies. Job cost data sources and cost indices are reviewed. (CTIB-101 or CTIB-203 or equivalent)

Credit 3/Qtr.

CTIB-301 **Structural Theory**
Registration #0261-301
Analysis of loads, determination of reactions, horizontal and vertical shear, shear diagrams, bending moments, axial and combined stress, truss analysis, deflections and introduction to computer analysis. (CTEM-301 and CTEM-303 or equivalents)

Credit 4

CTIB-302 **Structural Design**
Registration #0261-302
Fundamentals of structural design including the basic design concepts of structural steel, reinforced concrete, and timber: design of beams, columns, and trusses including connections. (CTIB-301 or equivalent)

Credit 4

CTIB-311,312,313 **Architectural Projects**
Registration #0261-311,312,313
Advanced work in architectural drafting to develop specialized skills in design development, contract documents, frame construction, shop drawings, site planning or other related areas. Program to be planned individually to match the individual requirements of each student. (CTIB-206 or equivalent)

Credit 2/Qtr.

Engineering Drawing

CTID-200 **Mechanical Blueprint Reading**
Registration #0262-200
This course involves the study of mechanical detail and assembly drawings. Topics include sketching, orthographic projections, and section views. The course will emphasize dimensioning practices, including geometric dimensioning and tolerancing used on detail and assembly drawings.

Credit 2

CTID-204 **Production and Engineering**
Registration #0262-204 **Drawing**
The study of technical graphics will be presented in accordance with the ANSI standards. Emphasis is placed on the preparation of technical assembly drawings using orthographic projection, sectioning and dimensions including G D and T practices.

Credit 4

CTID-205 **Fundamentals of Geometric**
Registration #0262-205 **Dimensioning and Tolerancing**
A study of the use of dimensions and tolerancing practices on production engineering drawings. The course will include symbology, tolerancing methods, and applications for GD&T principles related to manufacturing methods. (CTID-200 or equivalent)

Credit 4

CTID-210 **Computerized Descriptive Geometry**
Registration #0262-210
This course involves solving spacial relationships through graphic representations. The course will present the principles of orthographic projection through views of planes and the true size and shape of a plane. The solution of graphic problems will utilize basic lettering and drafting skills.

Credit 4

CTID-211 **Engineering Graphics**
Registration #0262-211
This is an introductory course in drafting addressed to prospective engineering students. Spatial objects are first drawn freehand before drawing instruments are used. Topics include lettering, orthographic projection, sectioning, basic dimensioning and tolerancing, and auxiliary views.

Credit 2

CTID-215 **Manufacturing Processes**
Registration #0262-215
Manufacturing Processes will acquaint students with methods of fabrication which are commonly used to convert ideas and raw materials into usable products and/or machines.

Credit 4

CTID-216 **Materials Selection**
Registration #0262-216
Investigates the use and conditions of materials in a product life cycle. The atomic, chemical and mechanical composition of materials, including the testing of materials will be studied. (CTID-215 or equivalent)

Credit 2

CTID-217 **Design Considerations**
Registration #0262-217 **and Components**
This course will deal with the fundamental theory of the design and selection of machines and machine parts. Mechanisms and systems requiring levers, horsepower, shaft selection, bearings, gears, fasteners, belts, and pulleys will be calculated and sketched or selected from manufacturers' catalogs. CAD/CAM will be applied. (CTID-216, CTAM-201/202 is recommended)

Credit 4

CTID-220 **Technical Illustration**
Registration #0262-220
Technical illustration studies the methods, tools, and techniques of producing accurate, three-dimensional drawings commonly associated with maintenance manuals, assembly drawings, schematics, conceptual presentation models, and other technical documentation. Topics include orthographic projection; auxiliary views; isometric, perspective, and dimetric drawings; shading; and graphic arts processes. The course includes lecture and lab; however, students are expected to complete the assignments at home. (CTID-204 or equivalent)

Credit 3

CTID-301 Intro to Computer
Registration #0262-301 Integrated Manufacturing
This course will discuss the multidisciplinary and interrelated nature of Computer Integrated Manufacturing through the use of a common data base, information resource management, and interpersonal communication skills. Topics will include computer hardware and software applications for areas of factory automation, manufacturing processes, and system controls. Case studies and periodicals will be used to illustrate working models.

Credit 3

CTID-345 Introduction to Computer
Registration #0262-345 Aided Drafting (CAD)
This course includes an overview of the architecture and components of various CAD systems. A CAD system will be used to gain operator skills. (CTID-204 or equivalent)

Credit 2

CTID-347 Computer Aided Drafting
Registration #0262-347 (CAD)
The purpose of this course is to develop a set of working drawings with advanced system commands. Flowcharting and file management techniques will be required as supporting documentation for each project. This course will also include the digitizing board as an electronic input device for existing drawings and/or sketches. (CTID-345)

Credit 3

CTID-348 CAM-CNC
Registration #0262-348
The study of basic concepts for computer numerical control and computer aided machining. NC Programs will be produced manually and with the aid of CAM equipment. Techniques of point to point, continuous path, linear and circular interpolation, loops and macros and special canned cycles will be covered and used. Prototype parts will be produced using numerical control machines. Projects will be drawn in CAD and converted to codes for numerical control equipment. (CTID-345)

Credit 4

CTID-398 Special Projects
Registration #0262-398
The purpose of this course is to enable students to select a CAD/CAM topic of special interest and explore it in depth. The project includes meeting with a CAD/CAM advisor and clearly and in writing, describe the area of interest and the methods of exploration and evaluation. The project will require a formal evaluation document such as a complex assembly drawing project, survey findings, case study, laboratory assignments, or other appropriate criterion. Chair approval is necessary.

Credit 2

Electromechanical (Industrial Technology)

CTIL-201 (Lec.) Elements of Electricity
CTIL-206(Lab) and Electronics
Registration #0264-201,206
This course and its mandatory associated laboratory provide an introduction to basic electricity and its application to direct current circuitry. Included are principles relating to current, voltage, resistance, Ohm's law, and problems related to various circuit configurations. (Three years high school algebra or equivalent)

Credit 4, Lec. 3, Lab 1

CTIL-202 (Lec.) Elements of Electricity
CTIL-207 (Lab) and Electronics
Registration #0264-202,207

This course and its mandatory associated laboratory provide an introduction to basic electricity and its application to alternating current circuitry. Included are principles relating to current, voltage, inductance, capacitance, inductive reactance, capacitive reactance, impedance, phase angle, power factor, sinusoids, power, etc. Applicable principles necessary to solve problems related to various circuit configurations are presented. (Three years high school algebra or equivalent)

Credit 4, Lec. 3, Lab 1

CTIL-203 (Lec.) Elements of Electricity
CTIL-208 (Lab) and Electronics
Registration #0264-203,208

This course and its mandatory associated laboratory provide an introduction to basic transistor theory. The theory and application of PN junction diodes and PNP and NPN transistors are fully developed. A thorough analysis of the common-base, common-emitter and common-collector configurations is provided. (Three years high school algebra or equivalent)

Credit 4, Lec. 3, Lab 1

CTIL-221,222 Mechanical Components
Registration #0264-221,222 and Mechanisms
Introduction to mechanical elements of electromechanical systems; study of individual components and mechanisms in terms of function and operating characteristics. Topics covered are: torque, inertia, work, power, efficiency, gears (spur, bevel, helical, worm), gear trains, differentials and integrators, belt drives, chain drives, pins, couplings, cams, linkages, switches. Independent approach to practical problem solving is stressed. (CTCP-201, 202 and CTID-201, 202, 203 or equivalents)

Credit 4/Qtr.

CTIL-301,302 (Lec.) Machines and Power Systems
CTIL-306,307 (Lab)

Registration #0264-301,302,306,307
Basic concepts and characteristics of D.C., synchronous and induction machines including transformer action, turns ratio, losses, power factor, waveforms and impedance matching; single phase and three phase operation; study of the machine in an electromechanical system, including types of control (torque, speed, voltage, current) and associated devices (clutches, brakes, coupling, bearings, mounting); electrical and mechanical power transmission; specialized machines such as metadynes, amplidynes, selsyns, sychro control transformers and their systems applications. Lab sessions develop a qualitative feel for characteristics and applications of power systems, machines and their control. (CTIL-201, 202, 203 and CTAM-201, 202 or equivalents)

Credit 4/Qtr., Lec. 3, Lab 1

CTIL-303 (Lec.) Pneumatic and
CTIL-308 (Lab) Hydraulic Systems
Registration #0264-303,308
Introduction to pneumatic and hydraulic components; pneumatic and hydraulic power systems; compressors, pumps, efficiency and applications; integrated electromechanical power systems. Lab sessions develop a qualitative feel for characteristics and applications of power systems, machines and their Control. (CTCP-201, 202)

Credit 4, Lec. 3, Lab 1

CTIS-281 Numerical Control (Mill)
Registration #0266-281
This course is designed to offer the student the fundamentals and techniques in numerical control part programming explanations and demonstration of EIA and ASCII punched tape coding. Point to point and contour programming, linear and circular interpolation, looping and macros. Special canned cycles are introduced and used along with the hands-on experience. (Phase I Machine Shop diploma or equivalent)

Credit 3

CTIS-282 Numerical Control (Lathe)
Registration #0266-282
Code system and format as used by industry for writing programs in contour, linear and circular interpolation along with safe and efficient tooling techniques. Canned turning, facing, drilling and threading cycles will be covered with compensation for tooling radius. Bar feed programming along with straight and taper threading. Will include hands on. (Phase I Machine Shop diploma programs or approval of machine shop counselor)

Credit 3

CTIS-283 Computer Programming for Numerical Control
Registration #0266-283
Course emphasizing programming for numerically controlled machine tools with point-to-point and straight-line milling capabilities. Pattern manipulations utilizing programs developed for a computer system will be stressed. Part programming output consisting of original input information, necessary information, for post-processors for various machine tools with graphical output of optimum cutter path on a plotter interfaced to the computer. CAM (computer aided manufacturing) is introduced utilizing the E-Z CAM computer aided system. (CTIS-281 or 282 or programming experience)

Credit 3

Computer Service

CAIC-212 Electrical/Electronic Schematic Interpretation
Registration #0275-212
The student will learn to read and interpret various diagrams related to the servicing of computers. Drawings studied will be electrical wiring diagrams, schematics, logic and block diagrams and others found in service manuals.

Credit 2

CAIC-234 Digital Circuits
Registration #0275-234
Student will learn and apply concepts of basic semiconductor devices, diodes, and transistors as building blocks to basic logic gates. How basic logic gates are combined to form MSI, including flip flops, shift registers, counters, and basic memory devices, will be explored. (CTIL-202)

Credit 4

CAIC-237 Introduction to Computer Operations I
Registration #0275-237
Introduction to computer software and hardware fundamentals. Students will gain an understanding of hardware components and software types. Lab will provide experience with word processing software, MS/PC DOS, utilities, hard disk management software, and Lotus 1-2-3.

Credit 3

CAIC-238 Introduction to Computer Operations II
Registration #0275-238
A continuation of Computer Operations I. The course includes an elaboration of microprocessor circuitry and introduces communication systems. A detailed examination of the interplay of memory and interface devices with the microprocessor will be presented. Topics including advanced DOS, VAX/VMS and UNIX will be explored. (CAIC-237 or equivalent)

Credit 3

CAIC-240 Microcomputer Organization
Registration #0275-240
Introduction to microcomputer organization along with in-depth study of computer peripherals. Special test equipment will be used in lab for the control and alignment of disk drives and other computer sub assemblies. (CAIC-234, CAIC-238)

Credit 4

CAIC-250 Computer Systems Troubleshooting
Registration #0275-250
Students will troubleshoot, repair, align, and maintain computer equipment to component and board level. Students will be responsible for demonstrating professional technique in both the lab and field environment. (CAIC-240)

Credit 4

CAIC-295 Independent Research Project
Registration #0275-295
To allow the student to use the knowledge that he/she has learned in the Computer Service Program. Students will demonstrate this knowledge by doing a research project concerning computers and/or computer maintenance. Emphasis will be placed on not only the accomplishment of the experiment/project, but skills in writing a report documenting progress throughout the experiment/project. The student and faculty members involved will submit, no later than ten class days, a project proposal with goals, tasks, and objectives for review and approval by the department chair and the director. The student will be expected to complete the assignment with minimal faculty supervision. The amount of credit awarded is dependent on the lab time and the amount of outside work required. (Must have department head approval)

Credit 1-4

Learning Development Center-Technical

TLDT-011,012,013 Mathematics
Registration #1710-011,012,013
A three-quarter sequence for students whose high school mathematics background is insufficient to allow them to enroll in degree-level mathematics courses. This is an accelerated intermediate high school algebra course with an introduction to trigonometry.

Credit 0

TLDT-020 Basic Communications
Registration #1710-020
This course provides an opportunity for students to improve their reading, writing, and listening skills. For college-prep students or adults who want to upgrade their communication skills.

Credit 0

TLDT-051,052,053 Shop Mathematics
Registration #1710-051,052,053
Precision measuring instruments, calculations of feeds and speeds, tapers, screw threads, and gear ratios; indexing calculations, gearing percentages, figuring stresses, graphs, and elementary algebra designed to increase analytical ability to solve complicated shop problems.
Credit 0

TLDT-054,055,056 Shop Trigonometry
Registration #1710-054,055,056
Elements of geometry designed to increase analytical ability in solving complicated shop problems; solving trigonometric equations and their unknown dimensions or angles from data on practical working drawings. (TLDT-053 or equivalent)
Credit 0

TLDT-057,058 Shop Mathematics
Registration #1710-057,058
Identical to Shop Mathematics, TLDT-051, 052, 053, except for differences in scheduling and credits per quarter. Offered Winter and Spring Quarter evenings.
Credit 0

Emergency Management

CEMP-201 Earth Sciences for
Registration #0285-201 the Emergency Manager
Introduction to applied meteorology and crustal dynamics. The meteorological topics include basic atmospheric parameters, air mass theory, weather maps, generation and effects of severe weather, atmospheric stability, and the simple Gaussian model of plume transport. The crustal dynamics segment includes a qualitative treatment of plate tectonics and faults with emphasis on earthquake generation, the Richter scales, damage from earthquakes, and the state of the art of earthquake prediction.
Credit 4

CEMP-202 Man-Made Hazards
Registration #0285-202
Survey of the chemistry of hazardous materials, including toxics, caustics, flammables, and reactives. Industrial storage and transportation practices; effects of exposure on humans; protective measures. Introduction to the physics of radiation. Radioisotopes in common use; methods of storage and transportation. Effects of exposure on humans; protective actions. Design of commercial power reactors and safety features.
Credit 4

CEMP-301 Emergency Management Laws
Registration #0285-301 and Regulations
An introduction to the principal statutes, regulations, and court cases governing emergency preparedness in New York State. The chief topics are NYS Executive Law (Article 2-B), Title HI, of the Superfund Amendment and Reauthorization Act of 1986, NuReg-0654 governing radiological accident preparedness, federal and state disaster aid statutes, and the principles of NYS liability law as they apply to disaster clean-up. (CEMP-201 or 202)
Credit 4

CEMP-302 Emergency Planning
Registration #0285-302 and Methodology
Quantitative methods of risk and hazard analysis; the scope of a comprehensive emergency plan; classes of protective actions; evacuations; turf problems associated with multi-agency plans; command structures; the post-incident recovery phase; the design of exercises; the role of new technologies in disaster response. Students will prepare hazard analyses and write sections of comprehensive plans for actual communities. (CEMP-201, 202, 301)
Credit 4

CEMP-381 Emergency Operations
Registration #0285-381
Classroom study of the roles of fire, police, emergency medical services, and volunteer agencies like the Red Cross at various types of major disasters; how to set up on-scene command posts and off-site operations centers; the Incident Command System; role of the media; how to critique incidents. Students will gain familiarity with on-scene command responsibilities through role plays on an incident simulator. (CEMP-201, 202, 301; CEMP-302 may be taken concurrently)
Credit 4

Graduate Courses

Statistics

CQAS-701 Statistical Concepts
Registration #0280-701
A service course designed for non-concentrators which emphasizes statistical thinking instead of mathematical manipulations. This is an intuition-based introduction to the subject. Topics include: exploratory data analysis, methods for collecting data, statistical inference, regression analysis, and analysis of variance. This course does not count as credit for the MS degree in statistics. (None)
Credit 4

CQAS-711 Fundamentals of Statistics I
Registration #0280-711
For those taking statistics for the first time. Covers the statistical methods used most in industry, business, and research. Essential for all scientists, engineers, and administrators. Topic?: organizing observed data for analysis and insight; learning to understand probability as the science of uncertain events; concepts of random variables and their associated probability models; meaning and practical use of the Central Limit Theorem.
Credit 3 or 4

CQAS-712 Fundamentals of Statistics II
Registration #0280-712
Continuation of CQAS-711. Topics: concepts and strategies of statistical inference for making decisions about populations on the basis of sample evidence; tests for independence and for adequacy of a proposed probability model; learning how to separate total variability of a system into identifiable components through analysis of variance; regression and correlation models for studying the relationship of a response variable to one or more predictor variables. (Fund. of Statistics I CQAS-711 or Consent of the Department)
Credit 3 or 4

CQAS-721 Statistical Quality Control I
Registration #0280-721
A practical course designed to give depth to practicing quality control personnel. Topics: statistical measures; theory, construction, and application of control charts for variables and attributes; computerization procedures for control charts; tolerances, specifications, and process capability studies; basic concepts of total quality control, and the management of the quality control function.
Credit 3

CQAS-731 **Statistical Quality Control II**
Registration #0280-731
Investigation of modern acceptance sampling techniques with emphasis on industrial applications. Topics: single, double multiple, and sequential techniques for attributes sampling; variables sampling; techniques for sampling continuous production. The course highlights Dodge-Romig plans, Military Standard plans, and recent contributions from the literature.

Credit 3

CQAS-742 **Statistical Computing**
Registration #0280-742
An advanced course in statistical computing using SAS statistical software. The course will cover basic SAS procedures; the creation, manipulation, and analysis of data bases; graphical display techniques; and the development and writing of custom numerical analysis procedures. (Fund, of Statistics I and II, CQAS-711 and CQAS-712, or consent of department)

Credit 3

CQAS-751 **Mathematics for**
Registration #0280-751 **Statistics**
This course will survey various mathematical techniques useful in statistical analyses and present illustrations of their applicability. Emphasis will be on a variety of calculus techniques together with selected topics for linear algebra central to the understanding and application of various statistical methods. Reference will be made to relevant available software. (Fundamentals of Statistics I and II CQAS-711 and 712; prior coursework in both differential and integral calculus)

Credit 3

CQAS-761 **Reliability**
Registration #0280-761
A methods course in reliability practices: What a reliability engineer must know about reliability predictions, estimation, analysis, demonstration, and other reliability activities. Covers most methods presently being used in industry. Topics: applications of normal, binomial, exponential, and Weibull graphs to reliability problems; hazard plotting; reliability confidence limits and risks; strength and stress models; reliability safety margins; truncated and censored life tests; sequential test plans; Bayesian test programs. (Fund, of Statistics II CQAS-712)

Credit 3

CQAS-781 **Quality Management**
Registration #0280-781
A course designed to cover concepts and methods of quality management Topics include: basic concepts, history of quality control, quality policy, economics of quality, quality costs, organization for quality, design for system effectiveness, manufacturing planning for quality, and quality data systems.

Credit 3

CQAS-782 **Quality Engineering**
Registration #0280-782
A course designed to cover important elements of quality engineering. Topics include: specifications, statistical tolerancing, measurement, vendor relations, process control, motivation, customer relations, diagnostic techniques, process improvement studies, and quality planning. (Consent of the Department)

Credit 3

CQAS-783 **Quality Engineering by Design**
Registration #0280-783
The Taguchi Method of off-line control including parameter design and tolerance design leading to improved products and processes at lower costs. (Design of Experiments II CQAS-802)

Credit 3

CQAS-791 **Statistical Methods**
Registration #0280-791 **in Health Sciences**
A course designed as an introduction to statistical methods for those involved in the health sciences. Topics include: types of biological data, descriptive statistics, tests of significance, experimental design, tests of association, relative risk, diagnostic tests. (Fund, of Statistics II CQAS-712)

Credit 3

CQAS-792 **Biological Assays**
Registration #0280-792
An advanced course in biostatistics which deals with the important research concerns of identifying and verifying drug-dose response. Topics include: parallel-line assays, slope-ratio assays, quantal response assays. (Design of Experiments II CQAS-802)

Credit 3

CQAS-801 **Design of Experiments I**
Registration #0280-801
How you design and analyze experiments in any subject matter area; what you do and why. Topics: basic statistical concepts, scientific experimentation, completely randomized design, randomized complete block design, nested and split plot design. Practical applications to civil engineering, pharmacy, aircraft, agronomy, photo-science, genetics, psychology, and advertising. (Fund, of Statistics CQAS-712)

Credit 3

CQAS-802 **Design of Experiments II**
Registration #0280-802
Continuation of CQAS-801. Topics: factorial experiments; fractional, three-level, and mixed factorial designs; response surface exploration. Practical applications to: medical areas, alloys, highway engineering, plastics, metallurgy, animal nutrition, sociology, industrial and electrical engineering. (Design of Experiments I CQAS-801)

Credit 3

CQAS-821 **Theory of Statistics I**
Registration #0280-821
Provides a sound theoretical basis for continuing study and reading in statistics. Topics: constructs and applications of mathematical probability; discrete and continuous distribution functions for a single variable and for the multivariate case; expected value and moment generating functions; special continuous distributions. (Fund.'of Statistics II CQAS-712 or consent of the Department)

Credit 3

CQAS-822 **Theory of Statistics II**
Registration #0280-822
Continuation of CQAS-821. Topics: supporting theory for and derivation of sampling distribution models; applications and related material; point estimation theory and applications; the multivariate normal probability model, its properties and applications; interval estimation theory and applications. (Theory of Statistics I CQAS-821)

Credit 3

CQAS-824 **Probability Models**
Registration #0280-824
An introduction to probability theory and stochastic processes. Topics include: random variables, conditional probability and expectation, Markov chains, renewal theory, queuing theory, and reliability. (Theory of Statistics I CQAS- 821)

Credit 3

CQAS-830 **Multivariate Analysis I**
Registration #0280-830
This course deals with the summarization, representation, and interpretation of data sampled from populations where more than one characteristic is measured on each sample element. Usually the several measurements made on each individual experimental item are correlated and certainly one should not apply univariate analysis to each measurement separately. This course covers the use of the basic multivariate techniques. Computer problems solving will be emphasized. Topics will include: multivariate t-tests, ANOVA, MANOVA, regression analysis, repeated measures, quality control, and profile analysis. (Design of Experiments II CQAS-802)

Credit 3

CQAS-831 **Multivariate Analysis II**
Registration #0280-831
A continuation of CQAS-830, this course covers the use of advanced multivariate techniques. Topics include: principal component analysis, cluster analysis, multi-dimensional contingency tables, discrete discriminant analysis, multi-dimensional scaling, and regression with errors in the independent variable. Practical applications will be emphasized. (Multivariate Analysis I CQAS-830)

Credit 3

CQAS-841 **Regression Analysis I**
Registration #0280-841
A methods course dealing with the general relationship problem. Topics include: the matrix approach to simple and multiple linear regression; analysis of residuals; dummy variables; orthogonal models; and computational techniques. (Design of Experiments I CQAS-801 and statistical computing CQAS-742)

Credit 3

CQAS-842 **Regression Analysis II**
Registration #0280-842
A continuation of CQAS-841. Topics: selection of best linear models; regression applied to analysis of variance problems; non-linear estimation; and model building. (Regression Analysis I CQAS-841)

Credit 3

CQAS-851 **Nonparametric Statistics**
Registration #0280-851
Distribution-free testing and estimation techniques with emphasis on application. Topics: sign tests; Kolmogorov-Smirnov statistics; runs tests; Wilcoxon-Mann-Whitney test; chi-square tests; rank correlation; rank order tests; quick tests. (Fund, of Statistics II CQAS-712)

Credit 3

CQAS-853 **Managerial Decision Making**
Registration #0280-853
Statistical decision analysis for management Topics: utilities; how to make the best decision (but not necessarily the right one); normal and beta distributions; Bayesian theory; many action problems; optimal sample size; decision diagrams. Applications to marketing; oil exploration; portfolio selection; quality control; production; and research programs. (Fundamentals of Statistics II CQAS-712)

Credit 3

CQAS-856 **Interpretation of Data**
Registration #0280-856
Advanced topics related to use of statistics in investigational analysis, including: narrow limit gauging, practical design of experiments, analysis of small sample data, analysis of means, identifying assignable causes, and other methods for troubleshooting with statistical methods. (Design of Experiments I CQAS-801)

Credit 3

CQAS-864 **Advanced Acceptance**
Registration #0280-864 **Sampling**
An advanced course in acceptance control techniques including: basis of acceptance sampling; attributes plans; variables plans for process parameters; variables plans for proportion non-conforming; sampling schemes including MIL-STD-105D and MIL-STD-414; plans for special applications; rectification and continuous procedures; cumulative results plans; compliance sampling; reliability sampling; and administration of sampling plan. (Statistical Quality Control II, CQAS-731)

Credit 3

CQAS-871 **Sampling Theory and**
Registration #0280-871 **Applications**
An introduction to sample surveys in many fields of applications with emphasis on practical aspects. Topics: review of basic concepts, sampling problem elements; sampling; random, stratified, ratio, cluster, systematic, two-stage cluster; wild life populations, questionnaires, sample sizes. (Fund, of Statistics II, CQAS- 712)

Credit 3

CQAS-873 **Time Series Analysis**
Registration #0280-873
A methods course in modeling and forecasting of time series with emphasis on model identification, model fitting, and diagnostic checking. Topics: survey of forecasting methods, regression methods, moving averages, exponential smoothing, seasonality, analysis of forecast errors, Box-Jenkins models, transfer function models, case studies. (Regression Analysis I CQAS-841)

Credit 3

CQAS-875 **Empirical Modeling**
Registration #0280-875
A course in model building based on the application of empirical data gathered through appropriate experimental design and analyzed through regression techniques. Topics: response variable construction, experimental design methods, and related analysis techniques. (Design of Experiments II CQAS-802 and Regression Analysis I CQAS-841)

Credit 3

CQAS-881 **Bayesian Statistics**
Registration #0280-881
An introduction to Bayesian statistics and decision making which explores Bayes' Theorem in its relation to classical and Bayesian methodology. Topics: probability, Bayes' Theorem, assessment of prior probabilities and likelihoods, hypothesis testing, and the multivariate case. (Fund, of Statistics II CQAS- 712)

Credit 3

CQAS-886 **Sample Size Determination**
Registration #0280-886
The question most often asked of an industrial statistician is "What size sample should I take?" This course answers that question for a wide variety of practical investigational projects. Techniques for the full use of the optimal sample evidence are also offered. (Fund, of Statistics II CQAS-712 and Design of Experiments I CQAS-801)

Credit 3

CQAS-888, 889, 890 **Independent Study**
Registration #0280-888, 889, 890 **Project**
Three or six but not more than nine credit hours. Credit will be assigned at the discretion of the candidate's advisor, and will depend on the character and involvement of the project. A written proposal setting forth the character and procedures involved will be required of the candidate, and may be changed or augmented at the discretion of the candidate's advisor before approval is given for the candidate to proceed.

Credit 3, 6, or 9

CQAS-891, 892, 893
Registration #0280-891, 892, 893

These courses provide for the presentation of subject matter of important specialized value in the field of applied and mathematical statistics not offered as a regular part of the statistics program. (Consent of the department)

Credit 3 each course

CQAS-895
Registration #0280-895

Statistics Seminar

This course or sequence of courses provides for one or more quarters of independent study and research activity. This course may be used by other departments or other colleges at RIT to provide special training in statistics for students who desire an independent study program in partial fulfillment of graduate degree requirements. (Consent of all departments involved)

Credit 3

CQAS-896, 897, 898
Registration #0280-896, 897, 898

Thesis

Thesis for students working for the MS degree in Applied and Mathematical Statistics for one to nine credits. (Consent of the department)

Credit 3, 6, or 9

CQAS-899
Registration #0280-899

Individual Achievement Project

Research project under faculty supervision for students working for the MS in Applied and Mathematical Statistics. (Consent of the department)

Credit Variable 1-9

Department of Career and Human Resource Development

CHRD-700
Registration #0290-700

**Introduction to Career
and Human Resource Development**

As a result of this course, students will better understand the CHRD program and its courses/options as well as related RIT and community resources; better understand the general concepts of human resource development, career development and organizational development as they apply to individuals and groups in a wide variety of settings and structures; and better understand the past, present and future significance of social, economic, technological factors influencing organizations and occupational categories as well as the corresponding role and activities of the human resource professional.

Credit 3

CHRD-705
Registration #0290-705

Empirical Methods

This course will enable professionals in the fields of career development, organizational development and human resource development to accurately describe groups of people and their characteristics of interest to career and human resource development (e.g., skills, performance, background, attitudes, etc.). Topics include techniques of empirical investigation, questionnaire and test design, interviewing, and evaluations of training, counseling and development.

Credit 3

CHRD-707
Registration #0290-707

**Applied Data Analysis
for CHRD**

Students will learn concepts and procedures for descriptive and inferential analysis of quantitative data typically found in human resource and career counseling situations. Through classes, assignments and use of statistical software, students will attain proficiency with descriptive statistics, probability, and estimation, hypothesis testing, cross-classification of data, correlation, and will be introduced to regression and analysis of variance. CHRD-707 will satisfy the data analysis requirement for the MS degree in CHRD.

Credit 3

CHRD-710
Registration #0290-710

Theory of Organizational Development

This course introduces the student to organizational development theories and their application in an organizational setting. Consideration will be given to the sociological and historical constructs upon which the field is based. Students will become familiar with the philosophical foundations for the key theories, as well as the practical work of the theorists upon which their philosophies are based. This course also will demonstrate how the theories of organizational development can be applied in organizations to foster change, innovation, and the revitalization of the organization.

Credit 3

CHRD-711
Registration #0290-711

Futures Research and Simulation

In this course students will learn to understand the techniques, theories, and advantages/limitations of simulation and futures research methods, and the application of simulation and futures research methods for facilitating individual and organizational decision making. (CHRD-710)

Credit 3

CHRD-712
Registration #0290-712

**Planning & Evaluation
in Organizational Development**

In this course students will learn to understand the techniques, theories, and advantages/limitations of systematic planning strategies and the application of methods for strategic and tactical planning, and the decision making that assure accountability. (CHRD-710)

Credit 3

CHRD-713
Registration #0290-713

The Practice of Consultation in OD

Students will develop an understanding of the various roles that organizational development practitioners play in applying their knowledge and skill in organizational settings, e.g., serving as internal consultants, process consultants, and change agents. Students will learn those skills and practices that pertain to the field of organizational development including: organizational performance analysis, group dynamics, problem solving, intervention techniques, dealing with resistance to change, implementing change, stress management, and approaches that foster employees' acceptance of change and organizational transformation, revitalization and renewal. (CHRD-710)

Credit 3

CHRD-720
Registration #0290-720

Theories of Career Development

Career Development Theories provide mechanisms to examine and define the needs of the work place in relationship to the needs and abilities of the worker. This course will emphasize the structure of selected theories and explore their relationship to the individual's decision-making process.

Credit 3

CHRD-721
Registration #0290-721

**Career Counseling
Techniques I**

This course will introduce selected theories and techniques that may be used in individual career counseling situations. Students will practice techniques and develop their own style of career counseling. This course is not meant for individuals seeking to develop clinical therapeutic skills. (CHRD-720)

Credit 3

CHRD-722
Registration #0290-722

Career Counseling Techniques II

This course is a continuation of CHRD-721, Career Counseling Techniques I. Students will practice career counseling techniques in dyads, triads with the use of video and audio tape to establish and demonstrate competence. Emphasis in this course will be on the practical application theories and techniques learned in CHRD-721 (CHRD-721)

Credit 3

CHRD-723 Information Use in Career Planning
Registration #0290-723
This course will explore the role of information in the educational, work, and leisure aspects of individuals' lifelong career and personal development. Students will be introduced to the following areas that may be useful in the development of career development and planning services: career planning models, selection and use of standardized tests and personal assessment instruments, career information data resources, research issues, and community resources. (CHRD-707, CHRD-720)
Credit 3

CHRD-730 Theories of Human Resource Development
Registration #0290-730
Professionals in the fields of career counseling, organizational development require an organized plan of human learning and development. This course presents recent investigations, both theoretical and empirical, into human learning research, and will emphasize the information-processing model of learning and memory. Students will acquire, through readings and group activities, an intellectually consistent basis for the practical procedures of human resource development.
Credit 3

CHRD-731 Techniques of Human Resource Development
Registration #0290-731
This course is designed for future trainers in industrial settings and educators in college and university environments. The course is based on the theory that future trainers and educators must first identify and clarify the value systems within themselves and others prior to organizing a content to be learned. There then must be a self-need assessment by exploring what one knows and must know about learning, curriculum design, information delivery and the assessment of that learning. With this data, the future trainer/educator will seek out the resources to satisfy those needs by mastery of the management of learning principles and skills. With these needs satisfied, the next phase is to create a demonstration of this mastery by developing, facilitating, and evaluating a real course or training experience. The course will provide participants with a model experience that can serve as the basis for developing additional learning/training packages in future work and educational settings. (CHRD-730)
Credit 3

CHRD-732 Design & Development of Training
Registration #0290-732
Students will gain practical experience in human resource development by designing, producing, teaching and evaluating a workshop, seminar or training session. Students will select a needed training module from the broad areas of personal and professional development, skills training and career development and carry out the necessary design, production and delivery steps. Students may take this course more than once in order to gain practical HRD experience and to add competencies to their resumes. (CHRD-730, 731)
Credit 2

CHRD-733 Needs Assessment and Proposal Development
Registration #0290-733
Students will learn and practice methodologies for the needs assessment, problem solving, and proposal development within organizations. Needs assessment will help individuals decide if they have a problem, what kind of problem it is, and how important it is to solve the problem. Problem solving techniques assist individuals and groups to analyze problems, identify resources and constraints and make recommendations and decisions. Proposal development enable individuals to formulate and promote specific solutions to organizational problems or objectives.
Credit 3

CHRD-740 Group Leadership Skills
Registration #0290-740
This course introduces students to small group theory and the concepts of group dynamics and group norms. Students will participate in a small group as they learn and practice group leadership and membership tasks. They will practice good communication skills as they learn and understand participant behaviors and examine strategies for dealing with conflict in groups.
Credit 3

CHRD-750 Microcomputer Applications in CHRD
Registration #0290-750
Professionals in the fields of human resource development and career development make frequent use of computer technology to write proposals, track clients, design training, monitor budgets, evaluate services and produce reports. In this course, students will learn to utilize MS-DOS software for word processing, file management, spreadsheets and communications. After completing this course, students will have a general understanding of these classes of software, be moderately competent using such software and be experienced using this software to produce products appropriate to their intended professions.
Credit 3

CHRD-850 Special Projects
Registration #0290-850
This course provides for independent study, investigation, or research activity in subject matter areas not included in any existing course in the degree program, but having specialized value to students. Proposals approved by a supervising faculty member and the department director are required prior to registration. This course may be taken more than once, but for no more than a total of 6 credit hours.
Credit variable

CHRD-891, 892, 893 Selected Topics
Registration #0290-891, 892, 893
Selected Topics are innovative courses not reflected in the curriculum. Tides will appear in the course listing each quarter. The course may be taken more than once as topics change, but for no more than a total of 6 credit hours.
Credit 3

CHRD-877 Internship
Registration #0290-877
The internship is required of all students.* The course consists of two parts: a) at least 20 hours per week of professional experience in appropriate setting, and b) attendance at a seminar that will meet at various times throughout the quarter. Students should meet with their advisors at least two months before planning to take the internship. Proposals for the internship must be approved and on file before registration. *For students with appropriate professional experience, special projects or additional course work may be substituted for the Internship. Departmental approval is required.
Credit 6

Course Registration Number	Subject and Credit	Fall	Winter	Spring	Summer
Accounting-CBCA					
CBCA-201 0201-201-01 02 -97	Financial Accounting (4)	M 6:00-9:50 W6:00-9:50	M 6:00-9:50 TELECOURSE	T 6:00-9:50	M 6:00-9:50
CBCA-203 0201-203-01 -02	Managerial Accounting (4)	M 6:00-9:50	M 6:00-9:50 W 6:00-9:50	M 6:00-9:50	T6:00-9:50
CBCA-207 0201-207-01	Accounting for Engineers 1 (4)	NOT OFFERED IN 1990-91			
CBCA-208 0201-208-01	Accounting for Engineers II (4)	NOT OFFERED IN 1990-91			
CBCA-308 0201-308-01	Intermediate Accounting 1 (4)	T6:00-9:50			
CBCA-309 0201-309-01	Intermediate Accounting II (4)		T6:00-9:50		
Business Law-CBCB					
CBCB-301 0202-301-01 -12	Business Law 1 (4) <i>(WEEKEND COLLEGE II)</i>	M 6:00-9:50 S9:00-5:00	R 6:00-9:50	W 6:00-9:50	
CBCB-302 0202-302-01	Business Law II (4)		M 6:00-9:50	R 6:00-9:50	
CBCB-310 0202-310-01	Legal Environment of Business (4)	R6:00-9:50	W6:00-9:50	R6:00-9:50	
Data Processing and Systems Analysis - CBCC					
CBCC-321 0203-321-01 -10	Data Processing Principles (4) <i>(WEEKEND COLLEGE 1)</i>	R 6:00-9:50 S9:00-5:00	W6:00-9:50	M 6:00-9:50	T6:00-9:50
CBCC-322 0203-322-01	Data Processing Systems (4)		R 6:00-9:50	W 6:00-9:50	
Finance-CBCD					
CBCD-204 0204-204-01 -97	Personal Financial Management (4)	R6:00-9:50	TELECOURSE	TELECOURSE	R6:00-9:50
General Management-CBCE					
C8CE-101 0205-101-01	Human Relations 1 (2)	M 12:00-1:50 (City Center) M 6:30-8:20 (City Center)			
CBCE-102 0205-102-01	Human Relations II (2)		M 12:00-1:50 (City Center) M 6:30-8:20 (City Center)		

Course Registration Number	Subject and Credit	Fall	Winter	Spring	Summer
CBCE-103 0205-103-01	Human Relations III (2)			M 12:00-1:50 (City Center) M 6:30-8:20 (City Center)	
CBCE-200 0205-200-01 -02 -10	Management Process 1 (4) <i>(WEEKEND COLLEGE 1)</i>	M 6:00-9:50 T6:00-9:50 S9:00-5:00		R 6:00-9:50	
CBCE-201 0205-201-01 -02 -10	Management Process II (4) <i>(WEEKEND COLLEGE 1)</i>		M 6:00-9:50 T 6:00-9:50 S9:00-5:00		R6:00-9:50
CBCE-202 0205-202-01 -02 -10	Management Process III (4) <i>(WEEKEND COLLEGE 1)</i>	R 6:00-9:50		M 6:00-9:50 T 6:00-9:50 S9:00-5:00	
CBCE-203 0205-203-01	Organization & Management (4)	T 6:00-9:50	M 6:00-9:50	T6:00-9:50	M 6:00-9:50
CBCE-221 0205-221-01 -10	New Venture Development (4) <i>(WEEKEND COLLEGE 1)</i>	M 6:00-9:50		S 9:00-5:00	
CBCE-222 0205-222-01 -10	Small Business Management & Finance (4) <i>(WEEKEND COLLEGE 1)</i>		M 6:00-9:50		S9:00-5:00
CBCE-223 0205-223-01 -10	Small Business Marketing & Planning (4) <i>(WEEKEND COLLEGE 1)</i>			M 6:00-9:50	S 9:00-5:00
CBCE-298,398 0205-298,398	Special Topics (VARIABLE)				
CBCE-305 0205-305-01	Customer Relations Systems (4)	T6:00-9:50		S 9:00-12:50	
CBCE-306 0205-306-01	Customer Service Technology (4)		W 6:00-9:50		M 6:00-9:50 (1st SESSION)
CBCE-353 0205-353-01	Management Science (4)	W 6:00-9:50	W 6:00-9:50	W 6:00-9:50	W 6:00-9:50

Course Registration Number	Subject and Credit	Fall	Winter	Spring	Summer
Health Care Administration-CBCF					
CBCF-310 0206-310-01	Survey of Health Care Systems (4)	M 6:00-9:50			
CBCF-320 0206-320-01	Health Systems Administration (4)			M 6:00-9:50	
CBCF-351 0206-351-01	Health Care Economics and Finance (4)	T6:00-9:50	W6:00-9:50		
CBCF-421 0206-421-01	Legal Aspects of Health Care Administration (4)		T6:00-9:50		
CBCF-431 0206-431-01	Health Care Quality Assurance (4)			T 6:00-9:50	
CBCF-441 0206-441-01	Health Planning and Program Development (4)		M 6:00-9:50	W 6:00-9:50	
Marketing-CBCG					
CBCG-210 0207-210-01 -12	Effective Selling (4) (WEEKEND COLLEGE II)	S9:00-5:00	M 6:00-9:50		MW 6:00-9:50 (1st SESSION)
CBCG-213 0207-213-01 -12	Advertising Principles (4) (WEEKEND COLLEGE II)	W6:00-9:50	W 6:00-9:50		S9:00-5:00
CBCG-214 0207-214-01 -12	Advertising Evaluation & Techniques (4) (WEEKEND COLLEGE II)	R 6:00-9:50	S9:00-5:00	R 6:00-9:50	
CBCG-361 0207-361-01 -12	Marketing (4) (WEEKEND COLLEGE II)	R 6:00-9:50	T6:00-9:50	S9:00-5:00	T 6:00-9:50
CBCG-362 0207-362-01	Marketing Practices for the Service Economy (2)		S 9:00-10:50		
CBCG-398 0207-398-01	Direct Marketing Principles (4)	T6:00-9:50			
Mathematics and Statistics For Business-CBCH					
CBCH-201 0208-201-01 -02	Mathematics For Business (4)	M 6:00-9:50 T6:00-9:50	T6:00-9:50	R 6:00-9:50	M 6:00-9:50
CBCH-202 0208-202-01 -02	Mathematics For Business (4)	M 6:00-9:50	M 6:00-9:50 T 6:00-9:50	T 6:00-9:50	R 6:00-9:50
CBCH-351 0208-351-01 -04	Business Statistics (4)	T6:00-9:50 S9:00-12:50	R 6:00-9:50	W 6:00-9:50 59:00-12:50	M 6:00-9:50
CBCH-352 0208-352-01 -04	Business Statistics (4)	M 6:00-9:50	T 6:00-9:50 S9 00-12:50	R 6:00-9:50	W 6:00-9 50 S9 00-12 50

Course Registration Number	Subject and Credit	Fall	Winter	Spring	Summer
Personnel Administration-CBCI					
CBCI-224 0209-224-01 -12	Interviewing Techniques (4) <i>(WEEKEND COLLEGE II)</i>	W 6:00-9:50		S 9:00-5:00	W 6:00-9:50
CBCI-225 0209-225-01	Recruiting, Training & Supervising Service Industry Personnel (2)		S 11 00-12:50	T 6:00-7:50	
CBCI-229 0209-229-01 -12	Personnel Administration (4) <i>(WEEKEND COLLEGE II)</i>	T6:00-9:50	S9:00-5:00	T 6:00-9:50	T 6:00-9:50
Production Management-CBCJ					
CBCJ-209 0210-209-01	Production Management (4)	M 6:00-9:50		T 6:00-9:50	
CBCJ-305 0210-305-01	Fundamentals of Industrial Engineering (4)	W6:00-9:50			
CBCJ-306 0210-306-01	Industrial Engineering Economy (4)		W 6:00-9:50		
Logistics and Transportation Management-CBCL					
CBCL-234 0212-234-01	Introduction to Logistics & Transportation (4)	W6:00-9:50			
CBCL-239 0212-239-01	Traffic & Transportation Law, Rates, Accounting & Control (4)		W6:00-9:50		
CBCL-241 0212-241-01	International Logistics & Transportation (4)			W 6:00-9:50	
Real Estate-CBCM					
CBCM-201 0213-201-01 -06 -07	Basic Real Estate Principles (4)	M 6:00-10:20 SEPT IO-NOV 19 T/R 6:00-10:00 OCT 9-NOV 15	M 6:00-10:20 DEC 3-FEB 25 T/R 6:00-10:00 JAN 15-FEB 21	M 6:00-10:20 MAR 11 -MAY 20 T/R 6:00-10:00 MAR. 19-APR 25	T/R 6:00-10:00 JUNE 4-JULY 16

Course Registration Number	Subject and Credit	Fall	Winter	Spring	Summer
CBCM-202 0213-202-01	Advanced Real Estate Principles (4)	W6:00-10:20 SEPT S-NOV. 14	W6:00-10:20 DEC. 5-FEB. 27	W 6:00-10:20 MAR. 13-MAY22	W6:00-10:20 JUNE 5-AUG 14
CBCM-203 0213-203-01	Real Estate Investment & Finance (4)	W6:00-9:40 SEPT S-NOV 14		W6:00-9:40 MAR. 13-MAY 22	
CBCM-212 0213-212-01	Residential Property Management (4)	M 6:00-10:20		M 6:00-10:20	
Insurance-CBCN					
CBCN-271 0214-271-01	Principles of Insurance 1 (4)	SEE QUARTERLY COURSE SCHEDULE			
CBCN-272 0214-272-01	Principles of Insurance II (4)	SEE QUARTERLY COURSE SCHEDULE			
Interdisciplinary Studies-CIDA					
CIDA-220 0220-220-01	Careers & Credits (2)	R6:30-8:20		W 6:30-8:20	
Ceramics-CHAC					
CHAC-201 0222-201-80 -81	Introduction to Ceramics (2)	W 6:30-10:20 (City Center) S 10:00 AM-1:50 PM (City Center)	W 6:30-10:20 (City Center) S 10:00 AM-1:50 PM (City Center)	W 6:30-10:20 (City Center) S 10:00 AM-1:50 PM (City Center)	
CHAC-211 0222-211-80 -81	Intermediate Ceramics (2)	S 10:00 AM-1:50 PM (City Center) R 6:30-10:20 (City Center) •	S 10:00 AM-1:50 PM (City Center) R6:30-10:20 (City Center)	S 10:00 AM-1:50 PM (City Center) R 6:30-10:20 (City Center)	
CHAC-240 0222-240-80	Ceramic Wheel Throwing Tech (2)				W 6:30-10:20 (City Center)
CHAC-243 0222-243-80	Porcelain Techniques (2)				TR 6:30-10:20 (1st SESSION) (City Center)

Course Registration Number	Subject and Credit	Fall	Winter	Spring	Summer
CHAC-245 0222-245-80	Earthenware Techniques (2)				TR 6:30-10:20 (2nd SESSION) (City Center)
CHAC-295 0222-295-01	Independent Study: Ceramics (Variable)				
CHAC-298 0222-298-01	Special Topics: Ceramics (Variable)				
CHAC-301 0222-301-80	Advanced Ceramics (2)	R 6:30-10:20 (City Center)	R 6:30-10:20 (City Center)	R 6:30-10:20 (City Center)	
Design-CHAD					
CHAD-201 0223-201-80 -81 -83 -84	Basic Design I (2)	T6:30-10:20 W6:30-10:20 M 4:00-7:50 T 4:00-7:50	M 6:30-10:20		MR 6:30-10:20 (1st SESSION)
CHAD-202 0223-202-80 -81 -83 -84	Basic Design II (2)		T 6:30-10:20 W6:30-10:20 M4:00-7:50 T4:00-7:50	M 6:30-10:20	MR 6:30-10:20 (2nd SESSION)
CHAD-203 0223-203-80 -81 -83 -84	Basic Design III (2)	M 6:30-10:20		T 6:30-10:20 W 6:30-10:20 M 4:00-7:50 T4:00-7:50	MW 6:30-10:20 (1st SESSION)
CHAD-211 0223-211-80	Display Design 1 (2)	W6:30-10:20			
CHAD-212 0223-212-80	Display Design II (2)		TBA		
CHAD-213 0223-213-80	Display Design III (2)			TBA	
CHAD-215 0223-215-80	Rendering Techniques 1 (2)	T 6:30-10:20			
CHAD-216 0223-216-80	Rendering Techniques II (2)		T 6:30-10:20		
CHAD-217 0223-217-80	Rendering Techniques III (2)			T 6:30-10:20	

Course Registration Number	Subject and Credit	Fall	Winter	Spring	Summer
CHAD-218 0223-218-97	Introduction To Designing Home Interiors (2)	TELECOURSE		TELECOURSE	
CHAD-220 0223-220-80	Art For Reproduction (3)			W 6:30-10:20	TR 6:30-10:20 (1st SESSION)
CHAD-224 0223-224-80	Interior Design 1 (2)		T6:30-10:20		
CHAD-225 0223-225-80	Interior Design II (2)			T 6:30-10:20	
CHAD-226 0223-226-01	History of Interior Design (2)	T6:30-8:20			
CHAD-227 0223-227-80	Business Aspects of Environmental Design (2)	W 6:30-10:20			
CHAD-231 0223-231-80	Color Theory in Art (2)		M 6:30-10:20		
CHAD-235 0223-235-80	Commercial Interior Design (2)			W6:30-10:20	
CHAD-251 0223-251-80	Environmental Design 1 (2)	NOT OFFERED	IN 1990-91		
CHAD-252 0223-252-80	Environmental Design II (2)	NOT OFFERED	IN 1990-91		
CHAD-253 0223-253-80	Environmental Design III (2)	NOT OFFERED	IN 1990-91		
CHAD-260 0223-260-80 -81	Marker Rendering Techniques (2)				TR 6:30-10:20 (2nd SESSION)
CHAD-261 0223-261-80	Advanced Design & Typography (2)	W 6:30-10:20 (City Center)			
CHAD-262 0223-262-80	Advanced Design & Typography (2)		W 6:30-10:20 (City Center)		
CHAD-263 0223-263-80	Advanced Design & Typography (2)			W6:30-10:20 (City Center)	

Course Registration Number	Subject and Credit	Fall	Winter	Spring	Summer
CHAD-270 0223-270-80	Graphic Communication For the Non-Artist 1 (3)	R 6:30-10:20			
CHAD-271 0223-271-80	Graphic Communication For the Non-Artist II (3)		R 6:30-10:20		
CHAD-295 0223-295-80	Independent Study: Design (Variable)				
CHAD-298 0223-298-80	Special Topics: Design (Variable)				
CHAD-301 0223-301-80	Advertising 1 (4)	NOT OFFERED	IN 1990-91		
CHAD-302 0223-302-80	Advertising 11 (4)	NOT OFFERED	IN 1990-91		
CHAD-311 0223-311-80	Graphic Design 1 (2)	NOTOFFERED	IN 1990-91		
CHAD-312 0223-312-80	Graphic Design II (2)	NOT OFFERED	IN 1990-91		
CHAD-313 0223 313-80	Graphic Design III (2)	NOTOFFERED	IN 1990-91		
CHAD-315 0223-315-80	Advertising Design 1 (2)	R 6:30-10:20			
CHAD-316 0223-316-80	Advertising Design II (2)		R 6:30-10:20		
CHAD-317 0223-317-80	Advertising Design III (2)			R 6:30-10:20	
CHAD-360 0223-360-80	Portfolio Workshop (2)			R 6:30-10:20 (City Center)	
Fine Art/Drawing-CHAF					
CHAF-201 0224-201-80 -81	Basic Drawing & Media 1 (2)	W 6:30-10:20 M 6:30-10:20	T 6:30-10:20		TR 6:30-10:20 (1st SESSION)
CHAF-202 0224-202-80 -81	Basic Drawing & Media II (2)		W 6:30-10:20 M 6:30-10:20	T 6:30-10:20	TR 6:30-10:20 (2nd SESSION)

Course Registration Number	Subject and Credit	Fall	Winter	Spring	Summer
CHAF-203 0224-203-80 -81	Basic Drawing & Media III (2)	T 6:30-10:20		W 6:30-10:20 M 6:30-10:20	TR 6:30-10:20 (1st SESSION)
CHAF-207 0224-207-80 -81	Basic Figure Drawing (2)	R 6:30-10:20	R 6:30-10:20	R 6:30-10:20	TR 6:30-10:20 (1st SESSION) TR 6:30-10:20 (2nd SESSION)
CHAF-210 0224-210-80	Interpretive Landscape Drawing (2)	NOT OFFERED	IN 1990-91		
CHAF-230 0224-230-80	Collage (2)		T 6:30-10:20		
CHAF-306 0224-306-80	Advanced Drawing (2)	W 6:30-10:20		W 6:30-10:20	
CHAF-307 0224-307-80 -81	Figure Drawing (2)	R 6:30-10:20	R6:30-10:20	R6:30-10:20	TR 6:30-10:20 (1st SESSION) TR 6:30-10:20 (2nd SESSION)
CHAF-211 0224-211-80	Introduction to Painting (2)	T 6:30-10:20	T6:30-10:20	T6:30-10:20	MW 6:30-10:20 (1st SESSION)
CHAF-227 0224-227-80	Figure Painting (2)	NOT OFFERED	IN 1990-91		
CHAF-301 0224-301-80	Painting (2)	T 6:30-10:20	T 6:30-10:20	T 6:30-10:20	MW 6:30-10:20 (1st SESSION)
CHAF-337 0224-337-80	Portrait Painting (2)	NOT OFFERED	IN 1990-91		
CHAF-341 0224-341-80	Watercolor Painting (2)			M 6:30-10:20	MW 6:30-10:20 (1st SESSION)
Fine Art/Sculpture-CHAF					
CHAF-247 0224-247-80	Sculpture(2)	NOT OFFERED	IN 1990-91		
CHAF-357 0224-357-80	Sculpture Workshop (2)	NOT OFFERED	IN 1990-91		
Fine Art/Illustration-CHAF					
CHAF-361 0224-361-80 -81	Illustration (2)		W 6:30-10:20		MW 6:30-10:20 (2nd SESSION)
CHAF-362 0224-362-80	Airbrush Techniques (2)	R 6:30-10:20	R6:30-10:20	R 6:30-10:20	MW 6:30-10:20 (1st SESSION)
CHAF-263 0224-263-80	Calligraphy (2)	R 6:30-10:20		R 6:30-10:20	
CHAF-363 0224-363-80	Calligraphy Workshop (2)	F: 6:30-10:20		R 6:30-10:20	

Course Registration Number	Subject and Credit	Fall	Winter	Spring	Summer
Fine Art/Printmaking-CHAF					
CHAF-295 0224-295-80	Independent Study: Fine Arts (Variable)				
CHAF-296 0224-296-80	Introduction to Printmaking (2)	M 6:30-10:20	M 6:30-10:20	M 6:30-10:20	
CHAF-298 0224-298-80	Special Topics: Fine Arts (Variable)				
CHAF-397 0224-397-80	Printmaking Workshop (2)	M 6:30-10:20	M 6:30-10:20	M 6:30-10:20	
Metakrafts & Jewelry-CHAM					
CHAM-201 0225-201-80	Introduction to Metalcrafts & Jewelry (2)	M 6:30-10:20	M 6:30-10:20	M 6:30-10:20	MW 6:30-10:20 (1st SESSION)
CHAM-211 0225-211-80	Intermediate Metalcrafts & Jewelry (2)	M 6:30-10:20	M 6:30-10:20	M 6:30-10:20	MW 6:30-10:20 (1st SESSION)
CHAM-295 0225-295-80	Independent Study: Metalcrafts/Jewelry (Variable)				
CHAM-298 0225-298-80	Special Topics: Metalcrafts/Jewelry (Variable)				
CHAM-301 0225-301-80	Advanced Metalcrafts & Jewelry (2)	M 6:30-10:20	M 6:30-10:20	M 6:30-10:20	MW 6:30-10:20 (1st SESSION)
Weaving/Textiles-CHAT					
CHAT-201 0226-201-80	Introduction to Weaving (2)	M 6:30-10:20 (City Center)	M 6:30-10:20 (City Center)	M 6:30-10:20 (City Center)	
CHAT-211 0226-211-80	Intermediate Weaving (2)	M 6:30-10:20 (City Center)	M 6:30-10:20 (City Center)	M 6:30-10:20 (City Center)	
CHAT-215 0226-215-80	Textile Design (2)	NOT OFFERED	IN 1990-91		
CHAT-295 0226-295-80	Independent Study: Weaving/Textiles (Variable)				
CHAT-298 0226-298-80	Special Topics: Weaving/Textiles Personalized Weaving Project (Variable)				
-81	Personalized Weaving Project				
CHAT-301 0226-301-80	Advanced Weaving (2)	M 6:30-10:20 (City Center)	M 6:30-10:20 (City Center)	M 6:30 10:20 (City Center)	

Course Registration Number	Subject and Credit	Fall	Winter	Spring	Summer
Woodworking-CHAW					
CHAW-201 0227-201-80 -81	Introduction to Woodworking (2)	M 6:30-10:20	M 6:30-10:20	M 6:30-10:20	TR 6:30-10:20 (1st SESSION) TR 6:30-10:20 (2nd SESSION)
CHAW-211 0227-211-80 -81	Intermediate Woodworking (2)	W 6:30-10:20	W 6:30-10:20	W 6:30-10:20	TR 6:30-10:20 (1st SESSION) TR 6:30-10:20 (2nd SESSION)
CHAW-295 0227-295-80	Independent Study: Woodworking (Variable)				
CHAW-298 0227-298-80	Special Topics: Woodworking (Variable)				
CHAW-301 0227-301-80 -81	Advanced Woodworking (2)	W6:30-10:20	W 6:30-10:20	W 6:30-10:20	TR 6:30-10:20 (1st SESSION) TR 6:30-10:20 (2nd SESSION)
Photography-CHGP					
CHGP-021 0231-021-40	Introduction to Photography (0)		NOT OFFERED	1990-91	
CHGP-101 0231-101-40 -41	Photography Workshop (2)	T6:00-9:50	T6:00-9:50	T6:00-9:50	TR 6:00-9:50 (1st SESSION) TR 6:00-9:50 (2nd SESSION)
CHGP-102 0231-102-40 -41	Photography Workshop (2)	T6:00-9:50	T 6:00-9:50	T6:00-9:50	TR 6:00-9:50 (1st SESSION) TR 6:00-9:50 (2nd SESSION)
CHGP-104 0231-104-40 -41	Color Photography Workshop (2)	T6:00-9:50	T6:00-9:50	T6:00-9:50	TR 6:00-9:50 (1st SESSION) TR 6:00-9:50 (2nd SESSION)
CHGP-201 0231-201-40	Basic Professional Photography (4)	M 6:30-8:20 (LEC) W6:00-9:50 (LAB/STUDIO)			

Course Registration Number	Subject and Credit	Fall	Winter	Spring	Summer
CHGP-202 0231-202-01	Basic Professional Photography (4)		M 6:30-8:20 (LEC) W 6:00-9:50 (LAB/STUDIO)		
CHGP-203 0231-203-01	Basic Professional Photography (4)			M 6:30-8:20 (LEC) W6:00-9:50 (LAB/STUDIO)	
CHGP-211 0231-211-01	Color Photography (4)	T 6:30-8:20 (LEC) R 6:00-9:50 (LAB)			
CHGP-212 0231-212-01	Color Photography (4)		T 6:30-8:20 (LEC) T 6:00-9:50 (LAB)		
CHGP-213 0231-213-01	Color Photography (4)			T 6:30-8:20 (LEC) R 6:00-9:50 (LAB)	
CHGP-221 0231-221-01	Illustrative Photography (3)	W 6:00-9:50	W 6:00-9:50	W6:00-9:50	
CHGP-222 0231-222-01	Illustrative Photography (3)		W6:00-9:50	W6:00-9:50	
CHGP-223 0231-223-01	Illustrative Photography (3)			W6:00-9:50	
CHGP-231 0231-231-40	Portrait Photography (3)	R 6:00-9:50 (LEC/STUDIO)	R6:00-9:50 (LEC/STUDIO)	R 6:00-9:50 (LEC/STUDIO)	
CHGP-232 0231-232-40	Portrait Photography (3)		R 6:00-9:50 (LEC/STUDIO)	R 6:00-9:50 (LEC/STUDIO)	
CHGP-233 0231-233-40	Portrait Photography (3)			R 6:00-9:50 XEOSTUDIO)	
CHGP-241 0231-241-40	Commercial Photography (3)	W6:00-9:50 (LEC/STUDIO)	W6:00-9:50 (LEC/STUDIO)	W 6:00-9:50 (LEC/STUDIO)	
CHGP-242 0231-242-40	Commercial Photography (3)		W6:00-9:50 (LEC/STUDIO)	* W 6:00-9:50 (LEC/STUDIO)	
CHGP-243 0231-243-40	Commercial Photography (3)			W 6:00-9:50 (LEC/STUDIO)	
CHGP-295 0231-295-97	Photographic Visions 1 (1)	NOTOFFERED	IN 1990-91		
CHGP-298 0231-298-97	Photographic Visions II (1)	NOTOFFERED	IN 1990-91		

Course Registration Number	Subject and Credit	Fall	Winter	Spring	Summer
CHGP-301 0231-301-01	Motion Picture Photography (3)	NOT OFFERED	IN 1990-91		
CHGP-302 0231-302-01	Motion Picture Photography (3)	NOT OFFERED	IN 1990-91		
CHGP-303 0231-303-01	Motion Picture Photography (3)	NOT OFFERED	IN 1990-91		
CHGP-321 0231-321-40	Retouching Commercial (1)	T6:00-7:50			
CHGP-322 0231-322-40	Retouching Commercial (1)		T6:00-7:50		
CHGP-323 0231-323-40	Retouching Commercial (1)			T6:00-7:50	
CHGP-331 0231-331-40	Retouching Portrait (1)	T6:00-7:50			
CHGP-332 0231-332-40	Retouchng Portrait (1)		T6:00-7:50		
CHGP-333 0231-333-40	Retouchng Portrait (1)			T6:00-7:50	
CHGP-351 0231-351-01	Industrial Photography Instrumentation (3)	NOT OFFERED	IN 1990-91		
CHGP-353 0231-353-40	Industrial Photography Special Topics (3)	NOT OFFERED	IN 1990-91		
CHGP-361 0231-361-40	Law Enforcement Photography (3)	NOT OFFERED	IN 1990-91		
CHGP-362 0231-362-40	Law Enforcement Photography (3)	NOT OFFERED	IN 1990-91		
CHGP-366 0231-366-40	Dye Transfer Printing (3)	NOTOFFERED	IN 1990-91		
CHGP-401 0231-401-40	Fashion Photography (3)	NOT OFFERED	IN 1990-91		
CHGP-402 0231-402-40	Fashion Photography (3)	NOTOFFERED	IN 1990-91		
CHGP-403 0231-403-40	Fashion Photography (3)	NOTOFFERED	IN 1990-91		
CHGP-404 0231-404-40	Architectural Photography (3)	NOT OFFERED	IN 1990-91		
CHGP-405 0231-405-40	Architectural Photography (3)	NOTOFFERED	IN 1990-91		

Course Registration Number	Subject and Credit	Fall	Winter	Spring	Summer
CHGP-406 0231-406-40	Architectural Photography (3)	NOT OFFERED	IN 1990-91		
CHGP-411 0231-411-40 ₁	Photography of The Natural World (4)	R 6:00-7:50 (LEC/LAB) S FIELD TRIP		R 6:00-7:50 (LEC/LAB) S FIELD TRIP	
CHGP-431 0231-431-40	Photographic Communication (2)	NOT OFFERED	IN 1990-91		
CHGP-432 0231-432-40	Photographic Communication (2)	NOT OFFERED	IN 1990-91		
CHGP-433 0231-433-40	Photographic Communication (2)	NOT OFFERED	IN 1990-91		
International Studies-CHGI					
CHGI-211 0233-211-01	Chinese Language and Culture: China and the Chinese People (4)	NOT OFFERED	IN 1990-91		
CHGI-212 0233-212-01	Chinese Language and Culture: Chinese Communism: Ideology and Practice (4)	NOT OFFERED	IN 1990-91		
CHGI-213 0233-213-01	Chinese Language and Culture: Contemporary Issues (4)	NOT OFFERED	IN 1990-91		
CHGI-221 0233-221-01	Japan: The Changing Tradition (4)	NOT OFFERED	IN 1990-91		
Deaf Studies-CHCD					
CHCD-211 0234-211-01	Sign Language & Communication Systems I (2)	M 6:00-8:50		W 6:00-8:50	T 6:00-8:50
CHCD-212 0234-212-01	Sign Language & Communication Systems II (2)	W 6:00-8:50	M 6:00-8:50		TR 6:00-8:50 (1st SESSION)
CHCD-213 0234-213-01	Sign Language & Communication Systems III (2)		W 6:00-8:50	M 6:00-8:50	TR 6:00-8:50 (2nd SESSION)

Course Registration Number	Subject and Credit	Fall	Winter	Spring	Summer
CHCD-241 0234-241-01	Aspects & Issues of Deafness I (3)	W6:00-8:50			
CHCD-242 0234-242-01	Aspects & Issues of Deafness II (3)		W6:00-8:50		
CHCD-311 0234-311-01	American Sign Language I (2)	T6:00-8:50			
CHCD-312 0234-312-01	American Sign Language II (2)		T6:00-8:50		
Humanities-CHGH					
CHGH-201 0235-201-01	Humanities (4)	T6:00-9:50			
CHGH-202 0235-202-01	Humanities (4)		T6:00-9:50		
CHGH-203 0235-203-01	Humanities (4)			T6:00-9:50	
CHGH-207 0235-207-01 -97	American Politics (4)	TELECOURSE		R6:00-9:50	
CHGH-210 0235-210-01	Introduction to Art Appreciation (4)		T6:00-9:50	T6:00-9:50	T6:00-9:50
CHGH-230 0235-230-01	Introduction to Music Appreciation (4)	M 6:00-9:50		W6:00-9:50	
CHGH-260 0235-260-01 -02 -10	Introduction to Literature (4) <i>(WEEKEND COLLEGE 1)</i>	M 6:00-9:50 T 6:00-9:50	R 6:00-9:50	W6:00-9:50	T6:00-9:50 S 9:00-5:00
CHGH-270 0235-270-01 -12	Introduction to Philosophy (4) <i>(WEEKEND COLLEGE II)</i>	MW 8:30-10:20 S9:00-5:00	T6:00-9:50	W6:00-9:50	R 6:00-9:50
CHGH-298 0235-298-01	Special Topics: Humanities (Variable)				
CHGH-323 0235-323-01 -12	Modern Europe (4) <i>(WEEKEND COLLEGE II)</i>		R6:00-9:50		S9:00-5:00
CHGH-326 0235-326-01 -97 -12	Modern America (4) <i>(WEEKEND COLLEGE II)</i>	MW 8:30-10:20 TELECOURSE	T6:00-9:50 S9:00-5:00	T6:00-9:50 TELECOURSE	R 6:00-9:50 S9:00-5:00

Course Registration Number	Subject and Credit	Fall	Winter	Spring	Summer
CHGH-340 0235-340-01	Values and Experience^)	W6:00-9.50			
CHGH-341 0235-341-01	Symbols, Behavior, Culture & Technology (4)		W 6:00-9:50		
CHGH-342 0235-342-01	Dimensions of Science (4)	NOT OFFERED	IN 1990-91		
CHGH-359 0235-359-01	Contemporary Moral Problems (4)			W6:00-9:50	
Communications-CHGL					
CHGL-120 0236-120-01	Basic Communications (0)				
CHGL-204 0236-204-01 -02 -03	Dynamic Communications! (4)*	S 9:00-12:50 MW 6:30-8:20 (City Center) TR 8:00-9:50 (City Center)	S 9:00-12:50	MW 6:30-8:20	W 5:30-9:20
CHGL-205 0236-205-01	Dynamic Communications II (4)	S 9:00-12:50	MW 6:30-8:20	S 9:00-12:50	W5.30-9:20
CHGL-206 0236-206-01	Vocabulary (1)	NOT SCHEDULED (INTERESTED STUDENTS SHOULD CONTACT CHAIRPERSON AT 475-4936)	1990-91		
CHGL-220 0236-220-01 -97	Communications(4) *	S9:00-12:50	MW 6:30-8:20	S 9:00-12:50 TELECOURSE	W 5:30-9:20
CHGL-240 0236-240-01 -10	Interpersonal Communication Skills (2) (WEEKEND COLLEGE I)			S 9:00-12:50	
CHGL-301 0236-301-01 -12	Professional Presentations (4) (WEEKEND COLLEGE II)	T 6:00-9:50		S 9:00-5:00	
CHGL-302 0236-302-01 -12	Discussion Skills & Leadership (4) (WEEKEND COLLEGE II)		S9:00-5:00		
CHGL-307 0236-307-01 -97	Communicating in Business (4)		TELECOURSE	MW 6:30-8:20	TELECOURSE

* REQUIRES DIAGNOSTIC TEST

Course Registration Number	Subject and Credit	Fall	Winter	Spring	Summer
CHGL-308 0236-308-01	Technical Report Writing (4)		W 5:30-9:20 (City Center)		
CHGL-323 0236-323-01	Technical Writing and Editing (4)	M 6:00-9:50 (City Center)			
CHGL-324 0236-324-01	Research Techniques (2)	W6:00-7:50 (City Center)			
CHGL-325 0236-325-01	Instructional Design Principles (2)		W 6:00-7:50 (City Center)		
CHGL-326 0236-326-01	Document Design (2)		M 6:00-7:50 (City Center)		
CHGL-327 0236-327-01	Practicum: Designing Manuals (2)		M 8:00-9:50 (City Center)		
CHGL-328 0236-328-01	Writing in the Sciences (2)				W 6:00-7:50
CHGL-329 0236-329-01	Oral Communication Skills/ Technical (2)			M 8:00-9:50 (City Center)	
CHGL-330 0236-330-01	Communicating Online (2)			W6:00-7:50 (City Center)	
CHGL-331 0236-331-01 -02	Promotional Writing (2)			M 6:00-7:50 (City Center) T6:00-7:50	
CHGL-332 0236-332-01 -02	Managing The Project (2)				M 8:00-9:50
CHGL-333 0236-333-01	Managing Media Presentations (2)				M 6:00-7:50
CHGL 340 0236-340-01	Interpersonal Communication For Customer Service (4)	R 6:00-9:50		W 7:00-10:50 (City Center)	MW 6:00-9:50 (2nd SESSION)
CHGL-360 0236-360-01 -10	Intro. To Public Relations (2) <i>(WEEKEND COLLEGE!)</i>	W6:30-8:20 S9:00-12:50		T6:00-7:50	
CHGL-365 0236-365-01 -10	Writing for The Organ. 1 (2) <i>(WEEKEND COLLEGE 1)</i>	W8:30-10:20 S1:00-5:00		T8:00-9:50	
CHGL-366 0236-366-01 -10	Writing for The Organ II (2) <i>(WEEKEND COLLEGE 1)</i>		W8:30-10:20 S1:00-5:00		
CHGL-367 0236-367-01	Scripting & Speechwriting (4)				R 6:00-9:50

Court* Registration Number	Subject and Credit	Fall	Winter	Spring	Summer
CHGL-393 0236-393-01	Creative Leadership Skills (4)	T6:00-9:50			
CHGL-394 0236-394-01	Supervising Communication Services (4)		T 6:00-9:50		
CHGL-395 0236-395-01	Coordinating Publication Production (2)			T6:00-7:50	
CHGL-396 0236-396-01	Communication Seminar (2)			T 8.00-9:50	
CHGL-411 0236-411-01	The Public Relations Campaign (4)	M 6:00-9:50			
CHGL-412 0236-412-01	Communicating in Print and Broadcast Media (4)			M 6:00-9:50	
CHGL-413 0236-413-01	Seminar in Public Relations: Cases and Solutions (4)				M 6:00-9:50
CHGL-298,398 0236-298.398-01	Special Topics: Communications (VARIABLE)				
Social Scwnces-CHGS					
CHGS-201 0237-201-01	Anthropology: Introduction (4)	M 6:00-9 50			
CHGS-211 0237-211-01 -02 -97	Psychology: Introduction (4)	TR 6:30-8:20 TELECOURSE	MW 8:30-10:20 M 6:00-9:50	R 6:00-9:50 TELECOURSE	T6:00-9:50 59:00-12:50
CHGS-221 0237-221-01 -97 -12	Principles of Economics 1(4) <i>(WEEKEND COLLEGE II)</i>	M 6:00-9:50 TELECOURSE	W6:00-9:50 S9:00-5:00	R 6:00-9:50	TR 6:00-9:50 (1st SESSION)
CHGS-222 0237-222-01 -02 -97 -12	Principles of Economics II (4) <i>(WEEKEND COLLEGE II)</i>	R 6:00-9:50 M 6:00-9:50	M 6:00-9:50 TELECOURSE	W6:00-9:50 S 9:00-5:00	TR 6:00-9:50 (2nd SESSION)
CHGS-223 0237-223-01	Principles of Economics III (4)		NOT OFFERED IN 1990-91		
CHGS-227 0237-227-01	New Service Economy (2)			T8:00-9:50	

Course Registration Number	Subject and Credit	Fall	Winter	Spring	Summer
CHGS-231 0237-231-01 -97 -10 -12	Sociology: Foundations (4) (WEEKEND COLLEGE I) (WEEKEND COLLEGE II)	T6:00-9:50	W 6:00-9:50 S9:00-5:00	R 6:00-9:50 TELECOURSE 5 9:00-5:00	W 6:00-9:50
CHGS-261 0237-261-01 -10	Political Science Introduction (4) (WEEKEND COLLEGE 1)	M 6:00-9:50	T6:00-9:50	 S9:00-5:00	R 6:00-9:50
CHGS-298 0237-298-01	Special Topics: Behavioral Science (VARIABLE)				
CHGS-316 0237-316-01	Psychology: Behavior in Industry (4)	T6:00-9:50		R 6:00-9:50	
CHGS-317 0237-317-01	Psychology of Stress & Adjustment (4)	M 6:00-9:50		S9:00-12:50	
CHGS-320 0237-320-01 -10	Psychology of Persuasion (2) (WEEKEND COLLEGE 1)		W 6:30-8:20 S9:00-12:50		T6:00-7:50
CHGS-451 0237-451-01	The Mass Media in Public Relations (4)		M 6:00-9:50		
Photographic Science-CHGR					
CHGR-207 0238-207-01	Fundamentals * of Photo Science (4)	NOT OFFI	RED IN 1990-91		
CHGR-208 0238-208-01	Fundamentals of Photo Science (4)	NOTOFFI	RED IN 1990-91		
CHGR-209 0238-209-01	Fundamentals of Photo Science (4)	NOT OFFI	RED IN 1990-91		
CHGR-217 0238-217-01	Photographic Chemistry (3)		" T B A		
CHGR-218 0238-218-01	Photographic Chemistry (3)	NOT OFFI	RED IN 1990-91		
CHGR-219 0238-219-01	Photographic Chemistry (3)	NOTOFFI	RED IN 1990-91		
CHGR-224 0238-224-40	Photographic Chemistry (LA8)(1)	NOTOFFI	RED IN 1990-91		
CHGR-225 0238-225-40	Photographic Chemistry (LAB) (1)	NOTOFFI	RED IN 1990-91		

* CONSIDER "MATERIALS AND PROCESSES OF PHOTOGRAPHY" OFFERED BY THE COLLEGE OF GRAPHIC ARTS AND PHOTOGRAPHY

** TBA - CONSULT PROGRAM CHAIR 475-2592

Course Registration Number	Subject and Credit	Fall	Winter	Spring	Summer
CHGR-226 0238-226-40	Photographic Chemistry (LAB)(1)	NOT OFF RED IN 1990-91			
CHGR-227 0238-227-01	Black a White Sensitometry (4)	"TBA			
CHGR-228 0238-228-01	Black & White Sensitometry (4)	NOT OFF RED IN 1990-91			
CHGR-229 0238-229-01	Black & White Sensitometry (4)	NOT OFFERED IN 1990-91			
CHGR-237 0238-237-01	Radiometry (3)	NOT OFFERED IN 1990-91			
CHGR-238 0238-238-01	Radiometry (3)	NOT OFFERED IN 1990-91			
CHGR-307 0238-307-01	Quality Control of Photographic Solutions (3)	NOT OFFERED IN 1990-91			
CHGR-407 0238-407-01	Optics (3)	NOT OFFERED IN 1990-91			
CHGR-408 0238-408-01	Optics (3)	NOT OFFERED IN 1990-91			
CHGR-409 0238-409-01	Optics (3)				**TBA
CHGR-414 0238-414-01	Color Sensitometry (3)	NOT OFFERED IN 1990-91			
CHGR-415 0238-415-01	Color Sensitometry (3)	NOT OFFERED IN 1990-91			
CHGR-416 0238-416-01	Color Sensitometry (3)	NOT OFFERED IN 1990-91			
CHGR-417 0238-417-01	image Evaluation (3)	NOT OFFERED IN 1990-91			
CHGR-418 0238-418-01	Image Evaluation (3)	NOT OFFERED IN 1990-91			
CHGR-419 0238-419-01	Image Evaluation (3)	NOT OFFERED IN 1990-91			
CHGR-421 0238-421-01	Math Methods in Photo Science (4)	NOT OFFERED IN 1990-91			
CHGR-520 0238-520-01	Xerography & Electrography (3)				
CHGR-527 0238-527-01	Theory of Photo Process (4)	T 6:00-9:20			
CHGR-528 0238-528-01	Theory of Color Process(4)		T 6:00-9:20		
CHGR-529 0238-529-01	Non-Silver Imaging Systems (4)			T6:00-9:20	

»* TBA - CONSULT PROGRAM CHAIR 475-2592

Course Registration Number	Subject and Credit	Fall	Winter	Spring	Summer
CHGR-557 0238-557-40	Independent Research (3)	" TBA			
CHGR-558 0238-558-40	Independent Research (3)		" TBA		
CHGR-559 0238-559-40	Independent Research (3)			" TBA	
Printing-CHGT					
CHGT-201 0239-201-01	Introduction to Printing (2)	M 6:30-8:20			
CHGT-202 0239-202-01	Introduction to Printing (2)		M 6:00-7:50		
CHGT-203 0239-203-01	Introduction to Printing (2)		M 8:00-9:50		
CHGT-207 0239-207-01	Printing Design & Layout (3)	T 6:00-8:50			
CHGT-219 0239-219-01	Estimating (4)			T 6:00-9:50	
CHGT-221 0239-221-01 -10	Offset Film Assembly (3) (WEEKEND COLLEGE 1)	5 9:00-5:00			
CHGT-222 0239-222-01 -10	Offset Film Assembly (3) (WEEKEND COLLEGE 1)		S 9:00-5:00		
CHGT-223 0239-223-01 -10	Offset Film Assembly (3) (WEEKEND COLLEGE 1)			S 9:00-5:00	
CHGT-227 0239-227-01	Copy Preparation (3)			R 6:30-9:20	
CHGT-237 0239-237-01	Technology of Typesetting (2)	W 6:30-8:20			
CHGT-251 0239-251-01	Paper & Printing (3)			T 6:00-8:50	
CHGT-265 0239-265-01	Lithography 1 (3)	R 6:00-9:50			

** TBA - CONSULT PROGRAM CHAIR 475-2592

Course Registration Number	Subject and Credit	Fall	Winter	Spring	Summer
CHGT-365 0239-365-01	Lithography II (3)		R 6:00-9:50		
CHGT-301 0239-301-40	Reproduction Camerawork (2)	NOT OFFERED IN 1990-91			
CHGT-302 0239-302-40	Reproduction Camerawork (2)	NOT OFFERED IN 1990-91			
CHGT-303 0239-303-40	Reproduction Camerawork (2)	NOT OFFERED IN 1990-91			
CHGT-407 0239-407-40	Ink & Color (2)			W 7:00-8:50	
CHGT-421 0239-421-01	Imposition & Finishing (2)		T 6:30-8:20		
Emergency Management-CEMP					
CEMP-201 0285-201-01	Earth Science For the Emergency Manager (4)	MW 7:00-8:50			
CEMP-202 0285-202-01	Manmade Hazards (4)		M 6:00-9:50		
CEMP-301 0285-301-01	Emergency Management Laws and Regulations (4)		T 6:00-9:50		
CEMP302 0285-302-01	Planning and Methodology (4)			M 6:00-9:50	
CEMP381 0285-381-01	Emergency Operations (4)			T6:00-9:50	

Course Registration Number	Subject and Credit	Fall	Winter	Spring	Summer
Mathematics-CTAM					
CTAM-101 0240-101- -02 -03 -04	Mathematics (0)	Offered by LOC	see Quarterly	Schedule	
CTAM-102 0240-102- -02 -03 -04	Mathematics (0)	Offered by LDC	see Quarterly	Schedule	
CTAM-103 0240-103- -02 -03 -04	Mathematics (0)	Offered by LDC	see Quarterly	Schedule	
CTAM-201 0240-201- -02 -03 -04 -97	Technical Mathematics (4)	MW8:30-10:20 TR 6:30-8:20 TR 10:00-11:50 or 6:30-8:20 TELECOURSE	MW 6:30-8:20	TR 6:30-8:20	MTR 6:30-8:20 (1st SESSION)
CTAM-202 0240-202- -02 -03 -04 -97	Technical Mathematics (4)	TR 6:30-8:20	MW8:30-10:20 TR 6:30-8:20 TR 10:00-11:50 or 6:30-8:20 TELECOURSE	MW6:30-8:20	MTR 6:30-8:20 (2nd SESSION)
CTAM-203 0240-203- -02 -03 -04	Technical Calculus (4)	TR 6:30-8:20	TR 6:30-8:20	MW 8:30-10:20 TR 6:30-8:20 TR 10:00-11:50 or 6:30-8:20	
CTAM-205 0240-205-01 -12	Mathematical Thought & Processes(4) <i>(WEEKEND COLLEGE II)</i>	MW 6:30-8:20 S9:00-5:00			MTR 6:30-8:20 (1st SESSION)
CTAM-206 0240-206-01 -12	Modern Mathematical Methods (4) <i>(WEEKEND COLLEGE II)</i>		MW 6:30-8:20 S9:00-5:00	/	MTR 6:30-8:20 (2nd SESSION)
CTAM-210 0240-210-01 -02	College Algebra & Trigonometry (4)	MW 8:30-10:20 TR 6:30-8:20	MW 8:30-10:20	TR 6:30-8:20	TR 6:30-8:20
CTAM-212 0240-212-01	Intro to Statistical Production Control (4)	T5:30-9:20		T 5:30-9:20	

Course Registration Number	Subject and Credit	Fall	Winter	Spring	Summer
CTAM-251 0240-251- -02 -03	Calculus (4)	MW6:30-8:20 TR 8:30-10:20	MW8:30-10:20 TR 6:30-8:20	MW 8:30-10:20	MTR 6:30-9:20 (1st SESSION)
CTAM-252 0240-252- -02 -03	Calculus (4)	MW 8:30-10:20	MW 6:30-8:20 TR 6:30-8:20	MW 8:30-10:20 TR 6:30-8:20	MTR 6:30-9:20 (2nd SESSION)
CTAM-253 0240-253- -02 -03	Calculus (4)	MW8:30-10:20	MW8:30-10:20	MW 6.30-8:20 TR 6:30-8:20	TR 8:30-10:20
CTAM-265 0240-265-01	Discrete Mathematics 1		TR 6:30-8:20		
CTAM-266 0240-266-01	Discrete Mathematics II			TR 6:30-8:20	
CTAM-305 0240-305-01	Calculus (4)	MW8:30-10:20	MW8:30-10:20	MW8:30-10:20	TR 8:30-10:20
CTAM-306 0240-306-01	Differential Equations (4)	MW 8:30-10:20	MW 8:30-10:20	MW 8.30-10:20	TR 6:30-8:20
CTAM-318 0240-318-01	Boundary Value Problems (4)	MW 8:30-10:20	MW 8:30-10:20	MW 8:30-10:20	TR 6:30-8:20
CTAM-328 0240-328-01	Engineering Mathematics (4)	TR 6:30-8:20	MW 8:30-10:20	MW 8:30-10:20	TR 8:30-10:20
CTAM-341 0240-341-01	Engineering Statistics (4)		TR 6:30-8:20		
CTAM-342 0240-342-01	Engineering Statistics (4)			TR 6:30-8:20	
CTAM-407 0240-407-01	Linear Algebra (4)	MW 6:30-8:20			
CTAM-417 0240-417-01	Numerical Analysis (4)		MW 6.30-8:20		
CTAM-420 0240-420-01	Complex Variables (4)				TR 8:30-10:20

Course Registration	Subject and Credit	Fall	Winter	Spring	Summer
Electric* I-CTBE					
CT8E-401,406 0241-401-01 0241-406-40 -41	Circuit Analysis (3) Lab(t)	MW 6:00-7:50 R 6:00-8:50		MW 6:00-7:50 R 6:00-8:50	
CTBE-461 0241-461-01	Electrical Engineering Principles (4)	MW6:00-7:50			
CTBE-462 0241-462-01	Electrical Engineering Principles (4)		MW 6:00-7:50		
CTBE-463 0241-463-01	Electrical Engineering Principles (4)			MW 6:00-7:50	
Mechanical-CTBM					
CTBM-341 0242-341-01	Engineering Mechanics (Statics) (4)	MW 6:30-8:20	MW 6:30-8:20		
CTBM-342 0242-342-01	Engineering Mecnanics (Dynamics) (4)		MW6:30-8:20	MW6:30-8:20	
CTBM-344, 354 0242-344-01 0242-354-40	Strength of Materials (3) Lab (1)		MW 8:30-9:50 R 6:30-8:20		
CTBM-345 0242-345-01	Strength of Materials (4)			MW8:30-10:20	
CTBM-411 0242-411-01	Thermodynamics (4)	TR 6:30-8:20			
CTBM-412 0242-412-01	Thermodynamics (4)		TR 6:30-8:20		
CTBM-551 0242-551-01	Machine Design (3)	TR8:30-10:20			
CTBM-552 0242-552-01	Machine Design (3)		TR 8:30-10:20		
CTBM-553 0242-553-01	Machine Design (3)			TR8:30-10:20	
Applied Science-Chemistry-CTCC					
acc-2ii 0244-211-01	General Chemistry (3)	MW 7:00-8:20			
CTCC-212 0244-212-01	General Chemistry (3)		MW 7:00-8:20		
CTCC-213 0244-213-01	General Chemistry (3)			MW 7:00-8:20	
CTCC-216 0244-216-01	Qualitative Inorganic Analysis (2)			R6:00-9:50	
CTCC-217 0244-217-01	Quantitative Analysis (2)	R6:00-9:50			
CTCC-218 0244-218-01	Quantitative Analysis (2)		R6:00-9:50		

Course Registration Number	Subject and Credit	Fall	Winter	Spring	Summer
CTCC-231, 236 0244-231-01 0244-236-40	Organic Chemistry Lecture (3) Lab (2)	MW 7:00-8:20 R 6:00-9:50			
CTCC-232, 237 0244-232-01 0244-237-40	Organic Chemistry Lecture(3) Lab (2)		MW 7:00-8:20 R 6:00-9:50		
CTCC-233, 238 0244-233-01 0244-238-40	Organic Chemistry Lecture(3) Lab (2)			MW 7:00-8:20 R 6:00-9:50	
CTCC-241,246 0244-241- -02 0244-246-41	Engineering Chemistry Lecture (3) Lab(1)	TR 7:00-8:20 R 8:30-10:20			
CTCC-242, 247 0244-242- -02 0244-247-41	Engineering Chemistry Lecture(3) Lab (1)		TR 7:00-8:20 R 8:30-10:20		
CTCC-311,316 0244-311-01 0224-316-40	Analytical Chemistry Instrumental Analysis Lecture (3) Lab(1)		NO LONGER OFFERED - SEE SCHA - 311/31 1		
CTCC-312, 317 0244-312-01 0244-317-40	Analytical Chemistry Separations Lecture(3) Lab (1)		MW 7:00-8:20 R 6:00-9:50		
CTCC-313 0244-313-01	Introduction to Physical Chemistry (3)			MW 7:00-8:20	
CTCC-401,405 0244-401-01 0244-405-40	Physical Chemistry Lecture(3) Lab (2)		NO LONGER OFFERED - SEE SCHK - 441/44!		
CTCC-402, 406 0244-402-01 0244-406-40	Physical Chemistry Lecture (3) Lab (2)		NO LONGER OFFERED - SEE SCHK - 442/44 1		
CTCC-403, 407 0244-403-01 0244-407-40	Physical Chemistry Lecture (3) Lab (2)		NO LONGER OFFERED - SEE SCHK - 443/44 7		
CTCC-417 0244-417-01	Chemical Literature & Technical Writing (2)		NO LONGER OFFERED - SEE SCHK - 401		
CTCC-511 0244-511-01	Instrumental Analysis (4)		NO LONGER OFFERED - SEE SCHA-711		
CTCC-512 0244-512-01	Instrumental Analysis (4)		NO LONGER OFFERED - SEE SCHA-720		

COUTM Registration Number	Subject and Credit	Fad	Winter	Spring	Summer
CTCC-521 0244-521-01	Synthetic Organic Chemistry (3)		NO LONGER OFFERED - SEE SCHO - 737		
CTCC-522 0244-522-01	Physical Organic Chemistry (3)		NO LONGER OFFERED - SEE SCHO - 737		
CTCC-523 0244-523-01	Advanced Topics in Organic Chemistry (3)		NO LONGER OFFERED - SEE SCHO - 737		
CTCC-525,535 0244-525-01 0244-535-40	Qualitative Organic Analysis Lecture (1) Lab (2)		NO LONGER OFFERED - SEE SCHO - 737		
CTCC-528 0244-528-01	Organic Chemistry of Polymers (3)		NO LONGER OFFERED - SEE SCHO - 601		
CTCC-551 0244-551-01	Inorganic Chemistry <4)		NO LONGER OFFERED - SEE SCHI - 762		
CTCC-555 0244-555-01	Biochemistry (3)		NO LONGER OFFERED - SEE SCHB - 702		
CTCC-561 0244-561-01	Surface and Colloid Chemistry (3)		MW 8:30-9:50		
CTCC-562 0244-562-01	Photochemistry (3)	MW 8:30-9:50			
CTCC-563 0244-563-01	Chemical Thermodynamics ↔		NO LONGER OFFERED - SEE SCHP - 741		
CTCC-564 0244-564-01	Quantum Chemistry (3)		NO LONGER OFFERED - SEE SCHP - 744		
CTCC-565 0244-565-01	Chemical Kinetics (3)		NO LONGER OFFERED - SEE SCHP - 743		
CTCC-598 0244-598-01	Topics in Chemistry: Spectrometric Identification of Organic Compounds (3)		NO LONGER OFFERED - SEE SCHP - 743		
CTCC-599 0244-599-01	Independent Study: Chemistry (1-3)	TBA	TBA		

Course Registration Number	Subject and Credit	Fall	Winter	Spring	Summer
College Physics-CTCP					
CTCP-201.206 0245-201-01 -02 0245-206-40 -43 -44	College Physics Lecture (3) Lab (1)	MW 8:30-9:50 TR 7:00-8:20 M 6:30-8:20 R 8:30-10:20 T 8:30-10:20			
CTCP-202, 207 0245-202-01 -02 0245-207-40 -43 -44	College Physics Lecture (3) Lab (1)		MW 8:30-9:50 TR 7:00-8:20 M 6:30-8:20 R 8:30-10:20 T 8:30-10:20		
CTCP-203, 208 0245-203-01 -02 0245-208-40 -43 -44	College Physics Lecture (3) Lab (1)			MW 8:30-9:50 TR 7:00-8:20 M 6:30-8:20 R 8:30-10:20 T 8:30-10:20	
CTCP-301, 306 0245-301-01 0245-306-41 -42	Physics Lecture (4) Lab (1)	MW 6:30-8:20 T 6:30-8:20 W 8:30-10:20			
CTCP-302, 307 0245-302-01 0245-307-41 -42	Physics Lecture (4) Lab (1)		MW 6:30-8:20 T 6:30-8:20 W 8:30-10:20		
CTCP-303, 308 0245-303-01 0245-308-41 -42	Physics Lecture (4) Lab (1)			MW 6:30-8:20 T 6:30-8:20 W 8:30-10:20	
CTCP-457 0245-457-01 -02	Modern Physics (4)	MW 8:30-10:20 TR 8:30-10:20	MW 6:30-8:20		
CTCP-458 0245-458-01 -02	Modern Physics (4)		MW 8:30-10:20 TR 8:30-10:20	MW 6:30-8:20	
CTCP-459 0245-459-01	Nuclear Physics (4)			MW 8:30-10:20	
Contemporary Science-CTCS					
CTCS-221 246-221-01 -02 -10	Contemporary Science Biology (4) <i>(WEEKEND COLLEGE!)</i>	MW 8:30-10:20 TR 6:30-8:20	S9:00-5:00	MW 6:30-8:20	
CTCS-222 0246-222-01 -02 -10	Contemporary Science Chemistry (4) <i>(WEEKEND COLLEGE!)</i>	MW 6:30-8:20	MW 8:30-10:20 TR 6:30-8:20	S9:00-5:00	/
CTCS-233 0246-223-01 -02 -10	Contemporary Science Physics (4) <i>(WEEKEND COLLEGE!)</i>	S9:00-5:00	MW 6:30-8:20	MW 8:30-10:20 TR 6:30-8:20	

Course Registration Number	Subject and Credit	Fall	Winter	Spring	Summer
CTCS-224 0246-224-97	Oceanus (4)		TELECOURSE		TELECOURSE
CTCS-289 0246-289-97	Mechanical Universe (4)		TELECOURSE	TELECOURSE	
Computer Programming-CTDP					
CTDP-201 0249-201-01	Computer Techniques (2)	W 8:30-10:20	R 8:30-10:20	T 8:30-10:20	T 6:30-8:20
CTDP-215 0249-215-01	FORTRAN Programming (4)	TR 6:30-8:20	MW 6:30-8:20	TR 6:30-8:20	MW 6:30-8:20
CTDP-241 0249-241-01	Programming I Algorithmic Structures (4)	MW 6:30-8:20	TR 6:30-10:20	MW 6:30-8:20	
CTDP-242 0249-243-01	Programming II Data Structures (4)	MW 6:30-8:20	TR 8:30-10:20	TR 6:30-8:20	
CTDP-243 0249-243-01	Programming III Design and Implementation (4)	MW 8:30-10:20	MW 6:30-10:20	TR 8:30-10:20	
CTDP-305 0249-305-01	Assembly Language Programming (4)	TR 6:30-8:20	MW 6:30-8:20	MW 8:30-10:20	
CTDP-307 0249-307-01	Business Applications Programming (4)		MW 6:30-8:20		
CTDP-318 0249-318-01	APL Programming Techniques & Applications (4)		NOT OFFERED 1991-91		
CTDP-320 0249-320-01	Computer Programming for Engineers (4)			MW 6:30-8:20	TR 6:30-8:20
CTDP-330 0249-330-01	PL/1 Programming (4)			MW 6:30-8:20	
CTDP-488 0249-488-01	Programming Systems Workshop (4)			MW 8:30-10:20	
Computer Systems-CTDS					
CTDS-200 0250-200-01 -97	Introduction to Computers & Programming (4)	TR 6:30-8:20	TELECOURSE	TR 6:30-8:20	TELECOURSE
CTDS-201 0250-201-01	Applications Software (4)	TR 6:30-8:20		TR 6:30-8:20	
CTDS-202 0250-202-01	Introduction to Computer Science (4)	TR 6:30-8:20	TR 6:30-8:20	TR 8:30-10:20	
CTDS-203 0250-203-01	Advanced Applications Software (4)		TR 6:30-8:20		TR 6:30-8:20
CTDS-315 0250-315-01	Digital Computer Organization (4)	MW 8:30-10:20		MW 8:30-10:20	

Course Registration Number	Subject and Credit	Fall	Winter	Spring	Summer
CTDS-325 0250-325-01	Data Organization & Management (4)			MW 6:30-8:20	
CTDS-335 0250-335-01	System Specification, Design and Implementation (4)	TR 8:30-10:20			
CTDS-340 0250-340-01	Finite State Machines & Automata (4)	MW 6:30-8:20			
CTDS-400 0250-400-01	Logical Design (4)	NOT OFFERED 1990-91			
CTDS-420 0250-420-01	Data Communication Systems (4)		TR 6:30-8:20		W6:00-9:50
CTDS-430 0250-430-01	Numerical Methods (4)	NOT OFFERED 1990-91			
CTDS-440 0250-440-01	Operating Systems (4)	MW 8:30-10:20			
CTDS-480 0250-480-01	Formal Languages (4)		MW 6:30-8:20		
CTDS-485 0250-485-01	Data Base Concepts (4)			TR 6:30-8:20	M 6:00-9:50
CTDS-520 0250-520-01	Computer Architecture (4)		MW 8:30-10:20		
CTDS-525 0250-525-01	Assemblers Interpreters & Compilers (4)		MW 8:30-10:20		
CTDS-530 0250-530-01	Discrete Simulation (4)	MW 6:30-8:20			
CTDS-550 0250-550-01	Review of Computer Science (4)			MW 8:30-10:20	
CTDS-565 0250-565-01	Computer Systems Selection (4)			TR 8:30-10:20	
Engineering Technology-Electrkai-CTti					
CTEE-101 0253-101-01	Basic Mathematics for Electronics (3)	NO LONGER OFFERED			
CTEE-102 0253-102-01	Basic Mathematics for Electronics (3)	NO LONGER OFFERED			
CTEE-103 0253-103-01	Basic Mathematics for Electronics (3)	NO LONGER OFFERED			
CTEE-105 0253-105-01	Electrical Schematics (1)	NO LONGER OFFERED			
CTEE-106 0253-106-01	Electrical Schematics(I)	NO LONGER OFFERED			
CTEE-107 0253-107-01	Electrical Schematics (1)				

Course Registration Number	Subject and Credit	Fall	Winter	Spring	Summer
CTEE-321. 326 0253-321-01 -326-41	Digital Systems (LEC) (3) (LAB)(1)	MW6:30-7:50 W 8:30-10:20			
CTEE-322 0253-322-01	Analog Systems (3)		TR 8:30-9:50		
CTEE-323 0253-323-01	Computer Systems (3)			TR 8:30-9:50	
CTEE-331 0253-331-01	Programmable Controllers (3)			TR 6:30-7:50	
CTEE-361, 366 0253-361-01 0253-366-41	Applied Electronics (LEC) (3) (LAB) (1)	TR8:30-9:50 R 6:30-8:20			
CTEE-362, 367 0253-362-01 0253-367-41	Applied Electronics (LEC) (3) (LAB) (1)		TR 8:30-9:50 R 6:30-8:20		
CTEE 363,368 0253-363-01 0253-368-41	Applied Electronics (LEC) (3) (LAB) (1)			TR8:30-9:50 R 6:30-8:20	
Engineering Technology-CTEM					
CTEM-301 0254-301-01	Statics (4)	TR 6:30-8:20			
CTEM-302 0254-302-01	Dynamics (4)		TR 6:30-8:20		
CTEM-303 0254-303-01	Strength of Materials (4)			TR 6:30-8:20	
CTEM-315 0254-315-01	Principles of Mechanical Design I (3)	MW8:30-10:20			
CTEM-316 0254-316-01	Principles of Mechanical Design II (3)		MW8:30-10:20		
CTEM-317 0254-317-01	Principles of Mechanical Design III (3)			MW8:30-10:20	
Engineering Technology Manufacturing-CTEF					
CTEF-201 0255-201-01	Manufacturing Analysis (3)	MW 8:30-9:50			
CTEF-202 0255-201-01	Manufacturing Analysis (3)		MW 8:30-9:50		
CTEF-203 0255-203-01	Manufacturing Analysis (3)			MW8:30-9:50	
CTEF-210 0255-210-01	Industrial Plastics (4)	NO LONGER	OFFERED		
CTEF-314 0255-314-01	Materials Technology (3)	TR 8:30-9:50			

Court* Registration Number	Subject and Credit	Fall	Winter	Spring	Summer
CTEF-315 0255-315-01	Materials Technology II (3)		TR 8:30-9:50		
CTEF-328 0255-328-01	Report Writing (2)			T6:30-8:20	
CTEF-360 0255-360-01	Numerical Control Applications (4)	CONTACT	DEPARTMENT		
CTEF-370 0255-370-01	Tool Design (4)			TR 8:30-10:20	
CTEF-380 0255-380-01	Time Study (3)	TR 7:00-8:20			

I Building Technology-CTIB

ai8-ioi 0261-101-01	Architectural A Structural Blueprint Reading (Residential) (3)	MW 7:00-8:20			
CTIB-102 0261-102-01	Architectural 8i Structural Blueprint Reading (Commercial) (3)		MW 7:00-8:20		
CTIB-201 0261-201-01	Architectural Drawing (2)	TR6:30-8:20			
CTIB-202 0261-202-01	Architectural Drawing (2)		TR 6:30-8:20		
CTIB-203 0261-203-01	Architectural Drawing (2)			TR 6:30-8:20	
CTIB-204 0261-204-01	Architectural Drawing (2)	TBA			
CTIB-205 0261-205-01	Architectural Drawing (2)		T8A		
CTIB-206 0261-206-01	Architectural Drawing (2)			TBA	
CTIB-207 0261-207-01	Architectural Drawing (2)	CONTACT	DEPARTMENT		
CTIB-208 0261-208-01	Architectural Drawing (2)	CONTACT	DEPARTMENT		
CTIB-209 0261-209-01	Architectural Drawing (2)	CONTACT	DEPARTMENT		
CTIB-231 0261-231-01	Surveying (4)			MW 6:30-8:20	
CTIB-241 0261-241-01	* Building Materials (4)	NOT	OFFERED IN 1990-	91	
CTIB-242 0261-242-01	* Building Materials (3)	NOT	OFFERED IN 1990-	91	
CTIB-243 0261-243-01	* Building Materials (3)	NOT	OFFERED IN 1990-	91	
CTIB-251 0261-251-01	•Construction Contract (3)	MW 7:00-8:20			
aiB-2S2 0261-252-01	* Building Est (Res) (3)		MW 7:00-8:20		

* OFFERED ALTERNATE YEARS

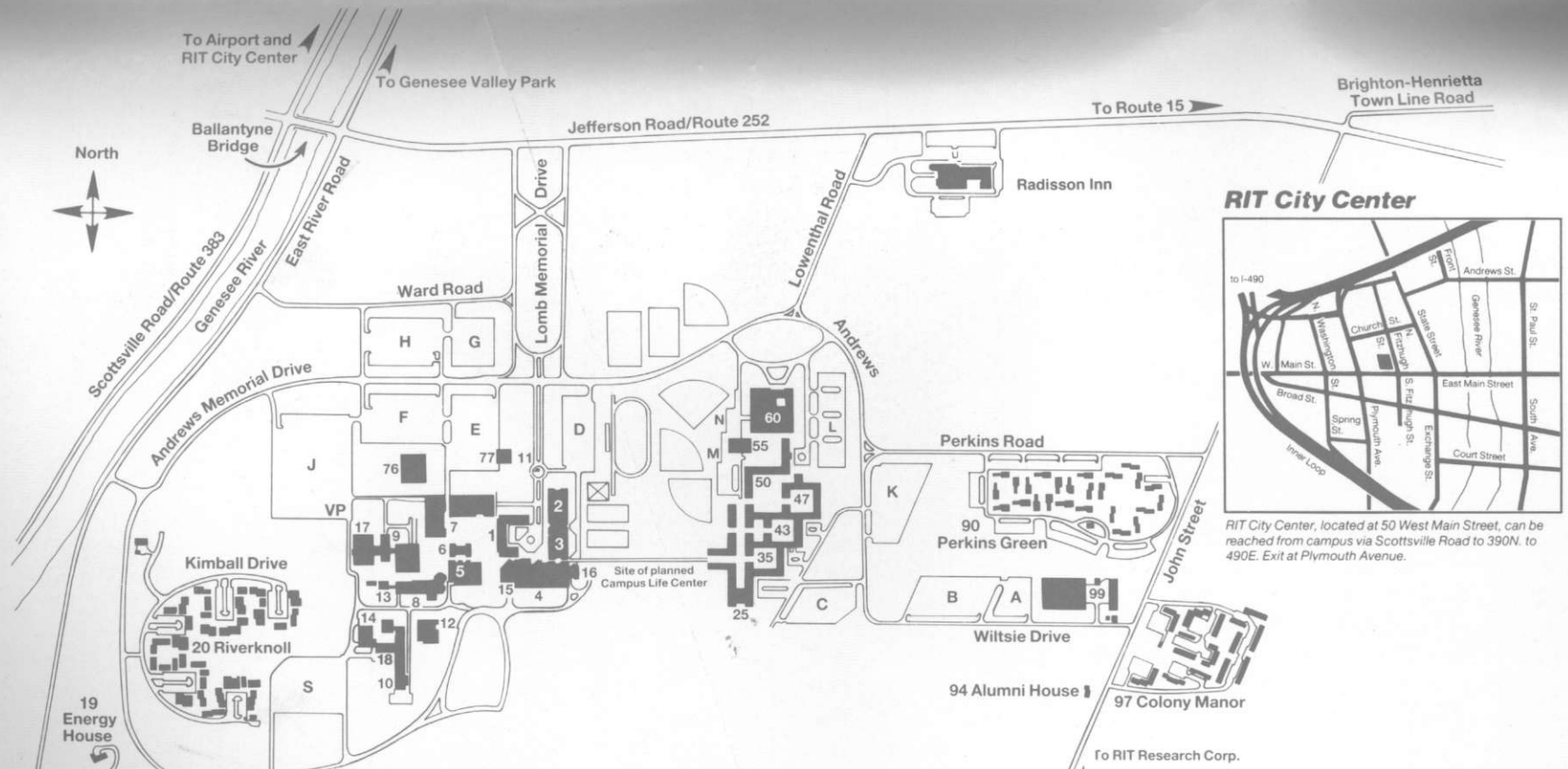
Course Registration Number	Subject and Credit	Fall	Winter	Spring	Summer
CTIB-253 0261-253-01	Building Estimating (Commerical) (3)			MW 7:00-8:20	
CTIB-301 0261-301-01	Structural Theory (4)				
CTIB-302 0261-302-01	Structural Design (4)				
CTIB-311 0261-311-01	Architectural Projects (2)	TBA	TBA	TBA	TBA
CTIB-312 0261-312-01	Architectural Projects (2)	TBA	TBA	TBA	TBA
Engineering Orawing-CTID					
CTID-200 0262-200-01	Mechanical Blueprint Reading (2)	T5:30-8:00	T 5:30-8:00	T 5:30-8:00	
CTID-204 0262-204-01 -02	Production & Engineering Drawing (4)	MW 5:30-8:20 S 8:30-1:30	MW 5:30-8:20 S8:30-1:30	MW 5:30-8:20 S8:30-1:30	
CTID-205 0262-205-01	Fundamentals of G D & T (2)	W5:30-7:30	W5:30-7:30	W 5:30-7:30	
CTID-210 0262-210-01	Computerized Descriptive Geometry (4)		M 5:30-9:30		
CTID-211 0262-211-01	Engineering Graphics (2)	M 5:30-8:20			
CTID-215 0262-215-01	Manufacturing Processes (4)			M 5:30-9:30	
CTID-216 0262-216-01	Material Selection				M 5:30-9:30 (5 WK)
CTID-220 0262-220-01	Tech. Illustration (3)	M 5:30-9:20		M 5:30-9:20	
CTID-222 0262-222-01	Production & Inventory Control (4)	R 5:30-9:20	R 5:30-9:20	R5:30-9:20	
CTID-301 0262-301-01	Introduction toCIM (3)	M 5:30-8:20	M 5:30-8:20	M 5:30-8:20	
CTID-345 0262-345-01 -02	Introduction to CAD (2)	T5:30-8:20 S8:30-11:20	T5:30-8:20 S8:30-11:20	T5:30-8:20 S8:30-11:20	
CTID-347 0262-347-01	CAD (3)	R5:30-9:20	R 5:30-9:20	R 5:30-9:20	
CTID-348 0262-348-01	CAM/CNC (3)	S 8:30-12:20	S 8:30-12:20	S 8:30-12:20	
CTID-398 0262-398-01	Special Protect	TBA	TBA	TBA	

Course Registration Number	Subject and Credit	Fall	Winter	Spring	Summer
[Industrial Technology-Electromethankal-CTIL					
CTIL-201.206 0264-201-01 206-41 -42	Elements of Electricity & Electronics Lecture(3) Lab(1)	MW 7:00-8:20 M 8:30-10:20 W8:30-10:20		MW 7:00-8:20 M 8:30-10:20 W 8:30-10:20	
CITL-202, 207 0264-202-01 207-41 -42	Elements of Electricity ft Electronics Lecture (3) Lab(1)		MW 7:00-8:20 M 8:30-10:20 W 8:30-10:20		MW 7:00-8:20 M 8:30-10:20 W8:30-10:20
CTIL-203, 208 0264-203-01 208-41 -42	Elements of Electricity a Electronics Lecture(3) Lab (1)			MW 7:00-8:20 M 8:30-10:20 W8:30-10:20	
CTIL-221 0264-221-01	Mechanical Components a Mechanisms (4)	TR 6:30-8:20			
CTIL-222 0264-222-01	Mechanical Components a Mechanisms (4)		TR 6:30-8:20		
CTIL-301, 306 0264-301-01 306-40	Machines a Power Systems Lecture (3) Lab(1)	TR 7:00-8:20 R 8:30-10:20			
CTIL-302. 307 0264-302-01 307-40	Machines a Power Systems Lecture (3) Lab(1)		TR 7:00-8:20 R 8:30-10:20		
CTIL-303, 308 0264-303-01 308-40	Pneumatic a Hydraulic Systems Lecture(3) Lab (1)			TR 7:00-8:20 R 8:30-10:20	
CTIL-351 0264-351-01	Electromechanical Devices a Systems (4)	MW 6:30-8:20			
CTIL-352 0264-352-01	Electromechanical Devices a Systems (4)		MW 6:30-8:20		
CTIL-353,356 0264-353-01 358-40	Introduction to Microprocessors Lecture (3) Lab (1)		MW 6:30-8:20 M 8:30-10:20		

Course Registration Number	Subject and Credit	Fall	Winter	Spring	Summer
Machine Shop-CTIS					
CTIS-101 0266-101-41	Precision Measurements (1)	W6:00-8:20			
cris-102 0266-102-41	Precision Measurements (1)		W6:00-8:20		
CTIS-103-109 0266-103-41	Precision Measurements (1)			W6:00-8:20	
CTIS-104 0266-104-41 -42	Advanced Machine Shop (1)	M 6:30-9:30 T6:30-9:30	M 6:30-9:30 T 6:30-9:30	M 6:30-9:30 T6:30-9:30	
CTIS-111-119 0266-111-41 -42	Instrument Making and Experimental Work (I)	M 6:30-9:30 T 6:30-9:30	M 6:30-9:30 T 6:30-9:30	M 6:30-9:30 T 6:30-9:30	
CTIS-121-129 0266-121-41 -42	Tool & Die Making (1)	M 6:30-9:30 T 6:30-9:30	M 6:30-9:30 T6:30-9:30	M 6:30-9:30 T6:30-9:30	
CTIS-162 0266-162-42	Heat Treatment (3)	R 6:30-9:30			
CTIS-201. 206 0266-201-01 0266-206-41 -201-02 -206-42	Machine Shop Lecture (1) Lab(1) Lecture (1) Lab (1)	M 6:00-7:00 M 7:00-10:00 T 6:00-7:00 T 7:00-10:00	W 6:00-7:00 W 7:00-10:00		
CTIS-202, 207 0266-202-01 0266-207-41 202-02 -207-42	Machine Shop Lecture(1) Lab (1) Lecture (1) Lab (1)		M 6:00-7:00 M 7:00-10:00 T6:00-7:00 T7:00-10:00	W6:00-7:00 W 7:00-10:00	
CTIS-203. 208 0266-203-01 0266-208-41 -203-02 -208-42	Machine Shop Lecture (1) Lab (1) Lecture (1) Lab (1)			M 6:00-7:00 M 7:00-10:00 T 6:00-7:00 T 7:00-10:00	
CTIS-204. 209 0266-204-01 0266-209-41	Machine Shop Lecture (3) Lab (3)				MTR 6:00-7:00 MTR 7:00-10:00
CTIS-281 0266-281-01	Numerical Control Systems	M 7:00-9:50	M 7:00-9:50		
CTIS-282 0266-282-01	Numerical Control Systems	W 7:00-9:50	W 7:00-9:50		
CTIS-283 0266-283-41	Computer Programming for Numerical Control (3)		R 5:30-8:20	R 5:30-8:20	

Course Registration Number	Subject and Credit	Fall	Winter	Spring	Summer
Computer Service-CAIC					
CAIC-237 0275-237-01	Intro to Computer Operations 1 (3)	MW 8:30-9:50			
CAIC-238 0275-238-01	Intro to Computer Operations 11(3)		MW8:30-9:50		
Quality and Applied Statistics-CQAS					
CQAS-701 0280-701-01	Statistical Concepts (3or4)	R 6:30-9:20	M 6:30-9:20	T 6:30-9:20	W6:30-9:20
CQAS-711 0280-711-01	Fundamentals of Statistics 1 (3 or 4)	M 6:30-9:20	T 6:30-9:20	R 6:30-9:20	T6:30-9:20
CQAS-712 0280-712	Fundamentals of Statistics II (3 or 4)	T 6:30-9:20	M 6:30-9:20	T 6:30-9:20	R 6:30-9:20
CQAS-721 0270-721-01 -06	Statistical Quality Control 1 (3)	R 6:30-9:20 R3:00-6:00	T6:30-9:20	R 6:30-9:20	
CQAS-731 0280-731-01 -06	Statistical Quality Control II (3)	M 3:00-6:00	R 6:30-9:20	W6:30-9:20	R 6:30-9:20
CQAS-742 0280-742-01 -06	Statistical Computing (3)	M 6:30-9:20	T 6:30-9:20 R 3:00-6:00	R 6:30-9:20	W 6:30-9:20
CQAS-751 0280-751-01	Mathematics for Statistics (3)			T 6:30-9:20	
CQAS-761 0280-761-01 -06	Reliability (3)	T6:30-9:20		R 6:30-9:20	M 3:00-6:00
CQAS-781 0280-781-01	Quality Management (3)		M 6:30-9:20		M 6:30-9:20
CQAS-782 0280-782-01	Quality Engineering (3)	M 6:30-9:20		M 6:30-9:20	
CQAS-783 0280-783-01 -06	Quality Engineering by Design (3)	R 6:30-9:20	R 6:30-9:20	T 3:00-6:00	
CQAS-791 0280-791-01	Statistical Methods in Health Sciences (3)		W6:30-9:20		
CQAS-792 0280-792-01	Biological Assays (3)			W 6:30-9:20	
CQAS-801 0280-801-01 -06	Design of Experiments (3)	W 6:30-9:20 T 3:00-6:00	M 6:30-9:20	W 6:30-9:20	T 6:30-9:20
CQAS-802 0280-802-01 -06	Design of Experiments II (3)	M 6:30-9:20	W6:30-9:20 T 3:00-6:00	M 6:30-9:20	W 6:30-9:20
CQAS-821 0280-821-01 -06	Theory of Statistics 1 (3)	M 6:30 9:20 W3:00-6:00	W6:30-9:20		T 6:30-9:20

Course Registration Number	Subject and Credit	Fall	Winter	Spring	Summer
CQAS-822 0280-822-01 -06	Theory of Statistics II (3)	W6:30-9:20	M 6:30-9:20 W3:00-6:00	W6:30-9:20	
CQAS-824 0280-824-01	Probability Models (3)			R6:30-9:20	
CQAS-830 0280-830-01 -06	Multivariate Analysis I (3)		W6:30-9:20	W3:00-6:00	
CQAS-831 0280-831-01	Multivariate Analysis II (3)			W6:30-9:20	
CQAS-841 0280-841-01 -06	Regression Analysis 1 (3)	T 6 30-9:20	R 6:30-9:20	M6:30-9:20 R3:00-6:00	W6:30-9:20
CQAS-842 0280-842-01 -06	Regression Analysis II (3)	W6:30 9:20	T6:30-9 20	R 6:30-9:20	R3:00-6:00
CQAS-851 0280-851-01	Nonparametric Statistics (3)			T 6:30-9:20	R6:30-9:20
CQAS-853 0280-853-01	Managerial Decision Making (3)		W6:30-9:20		W 6:30-9:20
CQAS-856 0280-856-01 -06	Interpretation of Data (3)	M 6:30-9:20		M 3:00-6:00	M 6:30-9:20
CQAS-864 0280-864-01	Advanced Acceptance Sampling (3)		M 6:30-9:20		
CQAS-871 0280-871-01	Sampling Theory and Applications (3)		T6:30-9:20		M 6:30-9:20
CQAS-873 0280-873-01	Time Series Analysis (3)	W 6:30-9:20			
CQAS-875 0280-875-01 -06	Empirical Modeling (3)	M 6:30-9:20	M 3:00-6:00	M 6:30-9:20	
CQAS-881 0280-881-01	Bayesian Statistics (3)	W 6:30-9:20		W 6:30-9:20	
CQAS-886 0280-886-01	Sample Size Determination (3)	R 6:30-9:20			M 6:30-9:20
CQAS-888,889.890 0280-888 -889 -890	Independent Study Projects (3-9)				
CQAS-891 0280-891 -892 -893	Special Topics in Applied Statistics (3)	Mixture Designs T 6:30-9:20	Topics and Hours To Be Announced.	Topics and Hours ' To Be Announced.	Topics and Hours To Be Announced.
CQAS-895 0280-895-01	Statistics Seminar (3)	Topics and Hours To Be Announced.	Topics and Hours To Be Announced.	Topics and Hours To Be Announced	Topics and Hours To Be Announced



RIT City Center, located at 50 West Main Street, can be reached from campus via Scottsville Road to 390N. to 490E. Exit at Plymouth Avenue.

Building Numbers and Names

- | | | | |
|---|---|---|---|
| <p>1 George Eastman Memorial Building: Administration; Bursar; College of Continuing Education; School of Food, Hotel, Tourism Management; Packaging Science; Registrar; Behavioral Science; School Psychology; Social Work</p> <p>2 Frank Ritter Memorial Ice Arena</p> <p>3 George H. Clark Memorial Gymnasium; Edith Woodward Memorial Pool</p> <p>4 College-Alumni Union and Ingle Memorial Auditorium; Ritskeller</p> <p>5 Wallace Memorial Library</p> <p>6 College of Liberal Arts</p> | <p>7 James E. Booth Memorial Building: College of Fine and Applied Arts, Bevier Gallery; Webb Auditorium</p> <p>Frank E. Gannett Memorial Building: College of Graphic Arts and Photography</p> <p>8 College of Science</p> <p>9 James E. Gleason Memorial Building: College of Engineering; School of Engineering Technology</p> <p>10 Ross Memorial Building: Information Systems & Computing; School of Computer Science and Information Technology</p> <p>11 Information Center</p> <p>12 Max Lowenthal Memorial Building: College of Business</p> <p>13 Facilities Office</p> <p>14 The Hugh L. Carey Building: NTID</p> <p>15 Campus Connections: Bookstore</p> | <p>16 Kilian J. and Caroline F. Schmitt Interfaith Chapel</p> <p>17 Center for Microelectronic and Computer Engineering</p> <p>18 Link Building: Center for Quality and Applied Statistics</p> <p>19 Energy House</p> <p>20 Riverknoll: Campus apartment housing</p> <p>25 Grace Watson Hall: Resident dining facilities, Counseling Center, Campus Safety, Residence Life Office</p> <p>35 Kate Gleason, Eugene Colby, Frances Baker halls: Residences</p> <p>43 Nathaniel Rochester, Helen Fish halls: Residences</p> <p>47 Sol Heumann, Carleton Gibson halls: Residences</p> | <p>50 Mark Ellingson, Peter Peterson, Alexander Graham Bell halls: NTID residences</p> <p>55 Hettie L. Shumway Dining Commons: NTID residence dining facilities</p> <p>60 Lyndon B. Johnson Building: NTID academics</p> <p>76 Chester F. Carlson Center for Imaging Science</p> <p>77 Bausch & Lomb Center: Admissions; Cooperative Education and Placement; Financial Aid; Part-Time Enrollment Services</p> <p>90 Perkins Green: Campus apartment housing</p> <p>94 Alumni House: 415 John Street</p> <p>97 Colony Manor: Campus apartment housing</p> <p>99 Physical Plant buildings</p> |
|---|---|---|---|

To Eastman Kodak Co. Educational Center
To Racquet Club

Bailey Road To U.S. Route 15 and Thruway exit 46