DIRECTORY FOR CORRESPONDENCE

Inquiries should be directed to:

Bronx Community College
120 East 184 Street
Bronx 68, N. Y.
Telephone: WEllington 3-7000

For specific information, address the following:

Admissions:
Office of the Registrar

Athletics and Student Affairs:
Mr. Daniel S. McGrath, Jr.
Chairman, Committee on Student Affairs

Community Relations:
Dr. Abraham Tauber
Director of Public Relations

Gifts and Bequests:
Office of the President

Guidance:
Dr. Margaret Mullin
Head of Department of Guidance

Transfer and Evaluation of Record:
Dr. Abraham Tauber
Chairman, Committee on Course and Standing

Scholarships and Student Aid:
Dr. Henry F. White
Chairman, Committee on Scholarships and Student Aid

Tuition Fees and Loans:
Fiscal Officer
Community College Explained

Community College to Get Building
$2 Million Refurbishing

College Will Serve Dual Purpose

The new Bronx Community College will serve as both a junior college and a center for adult education. It will be located on a 20-acre site in the Bronx and will offer a variety of courses in arts, sciences, and vocational fields.

Bronx College Aims
Outlined by Meister

Meister, the new president of the college, outlined the goals and objectives of the new institution. He emphasized the college's commitment to providing a quality education to both traditional and non-traditional students.

State Approves 7 Courses
For Bronx Community College

Two-Year College
To Define Its Goal

Meister Urges Flexible Pattern—Gives
Ford Goal a 'C' Grade

Committee of the Bronx Community College has recommended the rejection of a proposal for a two-year college. Meister argues for a flexible pattern of study.

Community College Stepping Up
To Provide Scholarships

The college has established a scholarship program to assist qualified students. Scholarships will be awarded based on academic merit and financial need.

School Editors Quiz
Community College Professors

The school's student editors conducted interviews with the college's professors to learn more about the new institution.

Community College on Guidance
Degree Leads to Jobs
or to Further Study

Meister explains the importance of guidance in helping students make informed decisions about their academic and professional futures.

X Will Salute
is Meister
of the Year

Meister has been selected as the 'Man of the Year' by the Bronx Community College.

Scholarship Program Begins at Bronx College

The Advisory Committee of the Bronx Community College has established a scholarship program to assist qualified students.

HIGH SCHOOL EDITORS LEARN
ABOUT COLLEGE

High school student editors attended a seminar at the New York Times on how to cover a college campus. They discussed the importance of accurate and balanced reporting.

Meister Sees College for All in 10 Years

Meister envisions a future where the college will be accessible to all students, regardless of their background or financial situation.
For instructional and recreational use

To cultivate the sound body

For public functions
### ACADEMIC CALENDAR

#### SPRING SEMESTER, 1959

<table>
<thead>
<tr>
<th>Month</th>
<th>Date</th>
<th>Days</th>
<th>Events</th>
</tr>
</thead>
<tbody>
<tr>
<td>Feb.</td>
<td>3-6</td>
<td>Tues.-Fri.</td>
<td>Freshman Orientation and Registration</td>
</tr>
<tr>
<td></td>
<td>9</td>
<td>Mon.</td>
<td>Classes begin</td>
</tr>
<tr>
<td></td>
<td>12</td>
<td>Thurs.</td>
<td>Lincoln's Birthday - no classes</td>
</tr>
<tr>
<td></td>
<td>23</td>
<td>Mon.</td>
<td>Washington's Birthday - no classes</td>
</tr>
<tr>
<td>Mar. 27 - Apr. 5</td>
<td>Fri.-Sun. (inclusive)</td>
<td>Spring recess</td>
<td></td>
</tr>
<tr>
<td>Apr.</td>
<td>6</td>
<td>Mon.</td>
<td>Classes resume</td>
</tr>
<tr>
<td></td>
<td>15</td>
<td>Wed.</td>
<td>Last day for filing applications for the Fall Semester, 1959</td>
</tr>
<tr>
<td>Apr.</td>
<td>23-24</td>
<td>Thurs.-Fri.</td>
<td>No classes</td>
</tr>
<tr>
<td>May</td>
<td>4</td>
<td>Mon.</td>
<td>Dedication and Inauguration Ceremonies</td>
</tr>
<tr>
<td>June</td>
<td>2</td>
<td>Tues.</td>
<td>Classes meet according to Thurs. schedule</td>
</tr>
<tr>
<td></td>
<td>3</td>
<td>Wed.</td>
<td>Classes meet according to Fri. schedule</td>
</tr>
<tr>
<td></td>
<td>5</td>
<td>Fri.</td>
<td>Last day of classes</td>
</tr>
<tr>
<td></td>
<td>8-15</td>
<td>Mon.-Mon.</td>
<td>Final examinations</td>
</tr>
</tbody>
</table>

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<table>
<thead>
<tr>
<th>Month</th>
<th>Date</th>
<th>Days</th>
<th>Events</th>
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<tbody>
<tr>
<td>Sept. 10, 11, 14, 15</td>
<td>Thurs., Fri., Mon., Tues.</td>
<td>Freshman Orientation and Registration</td>
<td></td>
</tr>
<tr>
<td></td>
<td>16, 17</td>
<td>Wed., Thurs.</td>
<td>Registration - Sophomores</td>
</tr>
<tr>
<td></td>
<td>21</td>
<td>Mon.</td>
<td>Classes begin</td>
</tr>
<tr>
<td>Oct.</td>
<td>12</td>
<td>Mon.</td>
<td>Columbus Day - no classes</td>
</tr>
<tr>
<td>Nov.</td>
<td>3</td>
<td>Tues.</td>
<td>Election Day - no classes</td>
</tr>
<tr>
<td></td>
<td>11</td>
<td>Wed.</td>
<td>Veterans' Day - no classes</td>
</tr>
<tr>
<td>Dec. 26-29</td>
<td>Thurs.-Sun.</td>
<td>Thanksgiving recess</td>
<td></td>
</tr>
<tr>
<td>Dec. 24</td>
<td>Mon.</td>
<td>Tues.</td>
<td>Last day for filing applications for the Spring Semester, 1960</td>
</tr>
<tr>
<td>Jan.</td>
<td>4</td>
<td>Mon.</td>
<td>Classes resume</td>
</tr>
<tr>
<td></td>
<td>15</td>
<td>Fri.</td>
<td>Last day of classes</td>
</tr>
<tr>
<td></td>
<td>18-22</td>
<td>Mon.-Fri.</td>
<td>Final examinations</td>
</tr>
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</table>

#### SPRING SEMESTER, 1960

<table>
<thead>
<tr>
<th>Month</th>
<th>Date</th>
<th>Days</th>
<th>Events</th>
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</thead>
<tbody>
<tr>
<td>Jan.</td>
<td>27</td>
<td>Wed.</td>
<td>Registration - Juniors</td>
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<tr>
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<td>28, 29</td>
<td>Thurs.-Fri.</td>
<td>Registration - Sophomores</td>
</tr>
<tr>
<td>Feb.</td>
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<td>Mon.-Thurs.</td>
<td>Freshman Orientation and Registration</td>
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<td></td>
<td>8</td>
<td>Mon.</td>
<td>Classes begin</td>
</tr>
<tr>
<td></td>
<td>12</td>
<td>Fri.</td>
<td>Lincoln's Birthday - no classes</td>
</tr>
<tr>
<td></td>
<td>22</td>
<td>Mon.</td>
<td>Washington's Birthday - no classes</td>
</tr>
<tr>
<td>Apr. 11-19</td>
<td>Mon.-Tues.</td>
<td>Spring recess</td>
<td></td>
</tr>
<tr>
<td></td>
<td>15</td>
<td>Fri.</td>
<td>Last day for filing applications for the Fall Semester, 1960</td>
</tr>
<tr>
<td></td>
<td>20</td>
<td>Wed.</td>
<td>Classes resume</td>
</tr>
<tr>
<td>May</td>
<td>30</td>
<td>Mon.</td>
<td>Memorial Day - no classes</td>
</tr>
<tr>
<td>June</td>
<td>1</td>
<td>Wed.</td>
<td>Classes meet according to Mon. schedule</td>
</tr>
<tr>
<td></td>
<td>2</td>
<td>Thurs.</td>
<td>Classes meet according to Fri. schedule</td>
</tr>
<tr>
<td></td>
<td>3</td>
<td>Fri.</td>
<td>Classes meet according to Mon. schedule (Last day of classes)</td>
</tr>
<tr>
<td></td>
<td>6-14</td>
<td>Mon.-Tues.</td>
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BRONX COMMUNITY COLLEGE : 3
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Morris Meister, B.S., M.A., Ph.D., Sc.D., Bronx Community College (1957)

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Hector

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Office: State University of New York, Albany 1, N. Y.

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Lawrence L. Jarvie, B.S., M.A., Ph.D.

Associate Executive Dean for Institutes and Community Colleges
Marvin A. Rapp, A.B., M.A., Ph.D.
STATE UNIVERSITY OF NEW YORK

The Bronx Community College is the newest unit of the State University of New York. Established by the State Legislature in 1948, the State University includes 42 colleges located in all areas of the state, of which 14 are locally-sponsored, two-year community colleges. Although separated geographically, the units of the State University of New York family are united in the purpose of improving and extending opportunities for youth to continue their education after high school.

State University offers programs in liberal arts, science, engineering, home economics, industrial and labor relations, veterinary medicine, ceramics, agriculture, forestry, maritime service, medicine and teacher preparation, and includes graduate and professional schools. The two-year colleges offer a wide variety of programs in technology, as well as liberal arts and sciences and pre-engineering which enable transfer to four-year colleges, within and without the State University.

Headed by a Board of Trustees appointed by the Governor, State University of New York plans increasing development of State-supported higher education.

Although the State University of New York is the second largest state university in the country, its students have the singular advantage of attendance at relatively small colleges.

The State University motto, "Let each become all he is capable of being," strikes the keynote of its democratic purposes.
HISTORY OF THE COLLEGE

The founding of the Bronx Community College in 1957 crowned almost a decade of community effort. A grass-roots movement of civic-minded residents, under the leadership of Associate Superintendent Joseph O. Loretan of the Board of Education, as early as 1950 had pointed to the need for increased higher educational facilities in the Bronx and had sought support for their idea.

On February 18, 1957, after thoroughly surveying the educational scene, the Board of Higher Education resolved to sponsor a community college in the Bronx. On March 14, 1957, the Board of Estimate of the City of New York approved the new college.

The college was established under the State Education Law by action of the Trustees of the State University of New York on April 11, 1957 as the second community college under the Board of Higher Education, the fourth in the City of New York, and the fourteenth in the State University of New York.

Dr. Morris Meister was named president of the new Bronx Community College on October 21, 1957. Hon. Arleigh B. Williamson headed the Board of Higher Education committee on community colleges in the early stages of planning the new Bronx college.

In December, 1957, Hon. Ruth S. Shoup, Chairman of the Bronx Community College Committee of the Board of Higher Education, introduced the president of the college to the newly organized Advisory Committee, composed of leading citizens of the community.

President Meister assumed his official duties on February 1, 1958 with a small staff and began the preparation of curriculum offerings, the recruitment of staff, the development of plans to rehabilitate and equip the college plant, the selection of the first entering class, the necessary organization and planning to initiate instruction, and a study of community college procedures sponsored by the Fund for the Advancement of Education.

The establishment of the Bronx Community College reflects warm support and confidence in public higher education. By devoted effort and dedicated idealism, the founders have created a worthy community institution. The responsibility is now to nourish, sustain and improve what has been well begun.
THE COLLEGE

PRESIDENT
MORRIS MEISTER
B.S. City College of New York, M.A., Ph.D. Columbia University, Sc.D. (honorary) New York University

FACULTY (Feb. 1, 1959)

ATLAS, SHELDON M.
B.S., M.S. Polytechnic Institute of Brooklyn

BECK, VERA F.
B.A. Rockford College, Ph.D. Charles IV University, Prague

CORBMAN, BERNARD P.
B.B.A. City College of New York, M.A. Columbia University, Ed.D. New York University

McGRATH, DANIEL S., JR.
Diploma Savage School, B.A., M.A. Columbia University

MCKENNA, MARIAN C.
B.S., M.A., Ph.D. Columbia University

MULLIN, MARGARET
B.A. Hunter College, M.A. Columbia University, Ph.D. New York University

OLECK, ROBERT F.
B.S. Columbia University, M.S. Polytechnic Institute of Brooklyn

REYNOLDS, WYNN R.
B.A. Lafayette College, M.A., Ph.D. Columbia University

ROSENSTOCK, MORTON
B.A. Harvard College, M.A., M.S. Columbia University

STILLERMAN, MANUEL
B.M.E. Cooper Union, B.S.E.E., M.S., E.E., University of Michigan, P.E. State of New York

TAUBER, ABRAHAM
B.S. City College of New York, M.A., Ph.D. Columbia University

WHITE, HENRY F.
B.A. Fordham University, M.A. Villanova University, Ph.D. Fordham University

Associate Professor of Chemistry and Acting Head of Department of Chemical Technology
Instructor of Modern Languages

Professor and Head of Department of Business Technology

Professor and Head of Department of Health Education

Instructor of Social Studies

Professor and Head of Guidance Department

Associate Professor of Mathematics and Physics

Instructor of English and Speech

Librarian and Assistant Professor of Social Studies

Professor and Head of Departments of Electrical and Mechanical Technology

Professor and Head of Department of English and Speech and of General Education

Professor and Head of Department of Medical Laboratory Technology
THE COLLEGE

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Fiscal Officer

JOHN E. D'ANDREA
B.S. in Ed., M.S. in Ed. Fordham University
Recorder

Special Study

DAMMANN, VERA T.
B.A., M.A. Cambridge University
Consultant, study sponsored by the Fund for the Advancement of Education

ADMINISTRATIVE STAFF

BIERMAN, AMY
BERGER, DOROTHY W.
McWILLIE, LOIS
Secretary to the President
Stenographer
Stenographer

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Professor Stillerman, Chairman
Professor Atlas, Professor Corbman
Mr. D’Andrea, Professor Mullin,
Professor Tauber, Professor White

2. Course and Standing
Professor Tauber, Chairman
Professor Corbman, Mr. D’Andrea,
Professor Mullin, Professor Stillerman,
Professor White

3. Scholarships and Student Aid
Professor White, Chairman
Professor Atlas, Professor McGrath
Mr. Morrissey, Professor Oleck,
Professor Rosenstock

4. Student Affairs
Professor McGrath, Chairman
Dr. McKenna, Mr. Morrissey,
Professor Mullin, Professor Oleck,
Dr. Reynolds

10 : BRONX COMMUNITY COLLEGE
A MESSAGE FROM PRESIDENT MEISTER

Our college was founded in response to community need and demand. Many citizens and educators labored to bring a college into being in the Bronx. They called vigorously, with the soundest kind of logic, for an expansion of higher educational opportunity for youth. They saw the implications of a soaring college-bound population and the importance of well trained and well educated manpower in an age of dynamic change, dominated by the impact of modern science and technology.

The Board of Higher Education of the City of New York, the Trustees of the State University of New York, and the Board of Regents of the State of New York all cooperated in heeding the call. The necessary funds for the physical plant and the staff were provided. The president and a core of faculty were permitted to set to work a year before a single student was expected to enroll. This wise act of the city and state authorities provided a rare opportunity to think and to plan in an important area. This investment will yield rich educational dividends to the people of the city and state.

The Bronx Community College Committee of the Board of Higher Education provided invaluable leadership, guidance and counsel in the busy and difficult days of planning the college.

The Fund for the Advancement of Education of the Ford Foundation awarded us a grant with which to do a study of community college curricula and practices. Administrators and faculty members of sister institutions of the State University of New York and of the municipal colleges under the Board of Higher Education have shared generously of their experience and time.

The citizen leaders in the Bronx Community College Advisory Committee have undertaken an active role to weld the college and the community in an integrated purpose for their mutual benefit.

The community college idea is an exciting development and a rapidly growing force in the field of higher education. The traditional four-year colleges cannot increase their enrollments enough in the next decade to meet the needs and demands of those seeking and deserving opportunities in higher education. The community college is developing a unique and appropriate program to serve this purpose.

The two-year institution maintains high standards and yet develops built-in flexibility of aims, curricula and procedures. It can raise the educational level, offer effective guidance and provide stimulating incentives to the intellectual interests and diverse abilities of young people.

Some students use the two years as intelligent preparation for entering the world of work; they are better educated, more highly skilled and therefore lead more useful and happier lives.

(concluded on next page)
A MESSAGE FROM DR. MEISTER (Cont'd)

Other students, during these two college years, will uncover new talents and life purposes requiring at least the baccalaureate degree for their fulfillment. These students will use the two years to complete requirements preparatory for transfer to the third year of a four-year college, perhaps ultimately to a professional school for graduate study.

In this, our first catalogue, we announce a group of carefully considered curricula for both types of students described above. The curricula are grounded solidly in the successful experience of many institutions of higher learning and have been approved by the highest educational authorities in our city and state. The courses comprising the curricula are entrusted to a fine faculty, assembled with great care.

We have spent much time in planning our college. All of us extend a heartfelt and enthusiastic welcome to the first classes of the Bronx Community College.

Morris Meister, President

SPONSORSHIP AND ACCREDITATION

The Bronx Community College is administered by the Board of Higher Education of the City of New York, acting as a Board of Trustees, under the program of the State University of New York.

The Board of Regents of the University of the State of New York has authorized the College to offer its various curricula and to award the degrees of Associate in Arts (A.A.) and Associate in Applied Science (A.A.S.).

The State University of New York, of which the Bronx Community College is a constituent unit, has been granted accreditation by the Middle States Association of Colleges and Secondary Schools.

The Bronx Community College is a member of the Council of Higher Educational Institutions in New York City.

GUIDANCE PROGRAM

The counseling and guidance services of the college are available to all students for help with immediate and long range educational and vocational plans.

Since the program of the Bronx Community College is a varied one, the curriculum provides an exploratory first semester of basic courses which affords an opportunity for students to relate their interests and abilities to the requirements of the different courses of study.

Members of the faculty provide guidance and information about the specific offerings of individual departments. Designated counselors are prepared to work with students on educational problems of every nature — sequence of courses, transfer of credits, licensing and job requirements, subject difficulties, etc.

Every effort is made to provide professional help for those who seek to assess their talents, choose wisely and make progress in a field of major interest offered by the college.
ADMISSIONS REQUIREMENTS

The educational opportunity represented by admission to the college is open to all academically qualified students. In the spirit of American democracy, exemplified by the administration of the municipal college system and the State University of New York, achievement and potential are the sole criteria by which students are judged by the Committee on Admissions.

The following are the basic requirements:

1. Graduation from an accredited four-year high school, or presentation of a New York State Equivalency diploma; and satisfactory evidence of ability to perform creditably in the college course of studies, as shown by the high school record, admissions and placement tests, statements of references, and performance in an interview, if arranged.

2. Adequate academic preparation for the collegiate program, evidenced by the satisfactory completion of 16 high school units, distributed as follows:

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<td>4</td>
<td>4</td>
<td>4</td>
</tr>
<tr>
<td>American History</td>
<td>1</td>
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<td>Mathematics</td>
<td>2½</td>
<td>3</td>
<td>2½**</td>
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<td>Elem. Alg. 1</td>
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<td>Plane Geom. 1</td>
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<td>Plane Geom. 1</td>
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<tr>
<td>Int. Alg. ½</td>
<td></td>
<td>Int. Alg. ½ Trig. ½</td>
<td></td>
</tr>
<tr>
<td>Foreign Language</td>
<td>3*</td>
<td>1</td>
<td>1***</td>
</tr>
<tr>
<td>Science</td>
<td>1***</td>
<td>(Physics or Chemistry)</td>
<td></td>
</tr>
<tr>
<td>Electives (of suitable academic quality and character)</td>
<td>4½ (or 5½)</td>
<td>7‡</td>
<td>7½</td>
</tr>
<tr>
<td>(or suitable)</td>
<td></td>
<td>(or 8)</td>
<td></td>
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<td></td>
<td>16</td>
<td>16</td>
<td>16</td>
</tr>
</tbody>
</table>

*Two years may be acceptable for admission, on condition that the extra year be made up.

**Two years may be acceptable for admission, if the student shows substantial ability and potential on the Bronx Community College Placement Test.

***The science unit may include General Science, Biology, Chemistry, Physics, Earth Science, Physiography or Physiology.

‡Two units of foreign language are required by the City College School of Technology and by many others.

4. Certification of good health and physical ability to meet the requirements of the program.

5. Evidence of good citizenship and moral character.

6. Submission of application and credentials before closing date.

ADMISSIONS : 13
ADMISSIONS AND PLACEMENT TESTS

Transfer Programs (Liberal Arts and Sciences, and Pre-Engineering, Pre-Science)

All candidates for the transfer programs are required to take the Scholastic Aptitude Test of the College Entrance Examination Board (CEEB-SAT). Application for this examination should be made directly to the College Entrance Examination Board, Box 592, Princeton, N. J., or through the candidate's high school. The candidate should designate the Bronx Community College as the choice to which to send his scores. Since applications must be made for this examination at least four weeks before the examination date, candidates are advised to apply early.

Candidates for September admission are advised to take the CEEB the previous December; or the previous May, for February admission. However, tests taken at other times may be honored, if the results reach our Committee on Admissions in time for consideration with the candidate's application and other materials.

Technology Programs (Business, Chemical, Electrical, Mechanical and Medical Laboratory)

All applicants for the technology programs are required to take the Bronx Community College Placement Examination. The three-dollar fee for this examination, in the form of a check or money order made out to the Bronx Community College, should be sent directly to the college with the Guidance Placement questionnaire by the applicant. Candidates will be notified when and where to appear for the test.

Applicants for the technology programs would be well advised to take the College Entrance Examination Board tests if they are considering a transfer program ultimately or plan to continue beyond the two-year curriculum.

Applicants will receive reports of their standing in these tests, with their notifications of decision on acceptance to the college.

ADMISSION WITH ADVANCED STANDING

A minimum of at least one full year of attendance at the Bronx Community College will be necessary in order to earn a degree.

Applicants for admission with advanced standing from other institutions of collegiate rank may be accepted beginning with the Fall, 1959 semester. Courses to be credited must be qualitatively and quantitatively equivalent to Bronx Community College courses.

Transfer applicants should send to the Office of the Registrar a catalogue of the college previously attended, indicating the courses for which credit is desired. Evaluations are subject to the final decision of the Committee on Course and Standing.

ADMISSION WITH CONDITIONS

Applicants for admission whose secondary school records indicate a deficiency of units or insufficient preparation may be conditionally accepted for admission. Such deficiencies must be removed within the time specified by the Committee on Admissions.
ADMISSIONS PROCEDURE—HOW TO APPLY

1. Applications for admission may be obtained at the college office in person or by writing to the Office of the Registrar. Candidates should read the catalogue carefully before filling out the application blank.

2. The applicant should complete his section of the application form, and submit it to the office of his high school for completion. The high school will fill in applicant’s high school record and return application directly to the Office of the Registrar at the College. No transcripts of record will be accepted from the student.

3. The student should send his Guidance-Placement Questionnaire (and the three-dollar fee for the Placement Test, if he is a technology program applicant) directly to the College.

The official closing dates for receipt of applications are:
   - April 15, 1959 for admission to the September, 1959 class
   - December 1, 1959 for admission to the February, 1960 class
   - April 15, 1960 for admission to the September, 1960 class

N.B. Applications received after closing dates will be considered only if space is still available.

4. Applicants applying on the basis of New York State Equivalency Diplomas should submit copies of the diploma and test scores along with any high school or college records accrued.

5. Applicants who have previously attended any other college or university should have that college or university forward directly to the Office of the Registrar an official transcript of this work, whether or not any credit is requested. If attendance at such a college was for a short time and no grades were recorded, then a certificate of honorable dismissal is required.

6. All students accepted for admission will be required to submit a medical examination form provided by the college.

7. Applicants may be asked to supply a certificate of residence before registration.

8. All fees must be paid in full at time of registration, unless a special arrangement has been previously made with the Fiscal Office.

9. At registration time, students will be asked to submit two standard, passport-type (2 x 2 1/2") identification photographs.

10. Applicants to four-year municipal colleges may list the Bronx Community College as an alternative choice, but must request that their applications be forwarded.

N.B. Candidates for admission are asked not to telephone about the status of their applications. Notification will be sent by mail as soon as action is taken.
THE COLLEGE BUILDING

The attractive college building, designed in traditional Gothic style, is located in a quiet, residential neighborhood of the Bronx, "Borough of Universities." Conveniently accessible to all transit facilities, on an entire city block bounded by East 184th Street, Creston and Morris Avenues and Field Place, the commodious structure is near Fordham Road and the Grand Concourse.

The basic facilities of the building are excellent — spacious lecture halls, classrooms, library, laboratorios, shops, public auditorium and stage, lunchroom, gymnasium, swimming pool and elevators. To provide an up-to-date college, the premises are being renovated under the supervision of Perkins and Will, a well known architectural firm. New laboratorios and shops in such diversified fields as business, drafting, language, science and technology will modernize and extend the scope of the educational plant. Additional equipment, more efficient illumination, landscaping and a student lounge will enhance its beauty, comfort and convenience.

The facilities were improved during President Meister's previous incumbency as principal of the Bronx High School of Science, which then occupied the premises.

The refurbished building is to undergo an extensive program of rehabilitation costing several millions of dollars. The City and State of New York jointly bear the expense of this project to make the college a strong link in the chain of publicly supported institutions of higher education.

THE LIBRARY

The library, heart of an institution of higher learning, is an integral part of the instructional program. The library serves as a stimulus and guide in the student's quest for knowledge, in his chosen field and beyond.

All students receive a written guide and an orientation lecture on the arrangement and use of the library. In addition, the library staff provides reference aid for the individual reader.

The library's program includes exhibitions and cultural displays, prepared in cooperation with student groups and the faculty.
President Meister chats with student editors

The first presentation to the Scholarship Fund

Meeting of Officers of the Advisory Committee and Members of the Faculty

President Meister addresses a student press conference at the Board of Higher Education
Laboratory work

Well stocked shelves for the growing mind

A student lounge for social relaxation

Leisure time harmony
FEES
TUITION

The tuition fee is $125 per semester for students who, at the time of registration, have been legal residents of the State of New York for at least one year and of the City of New York for at least six months.

Students who have been residents of the State of New York for at least a year, but who live outside of New York City, are also eligible for the tuition fee of $125 per semester. However, they must supply at registration time a certificate of proof of residence of six months in their county, signed by the County Fiscal Officer. (The form for the certificate of proof of residence will be mailed with notice of acceptance.)

All other students pay a tuition fee of $250 per semester.

These low fees are possible because more than two-thirds of the operating expenses and all of the capital costs of the college are borne by the City of New York and the State of New York.

Tuition, laboratory and other fees must be paid at registration time, unless special arrangements have been made in advance.

N. B. The pressure of rising costs indicates the strong possibility of a small increase in tuition fees, probably $25 per semester, in 1960.

Additional Fees and Costs

<table>
<thead>
<tr>
<th>Fee Description</th>
<th>Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td>Entrance Examination: (Guidance and Placement Test)</td>
<td>$3</td>
</tr>
<tr>
<td>General Activities:</td>
<td>$10 per semester</td>
</tr>
<tr>
<td>Late Registration</td>
<td>$2</td>
</tr>
<tr>
<td>Laboratory:</td>
<td></td>
</tr>
<tr>
<td>Biology and Chemistry</td>
<td>$5 per course</td>
</tr>
<tr>
<td>Physics and certain Engineering Courses</td>
<td>$3 per course</td>
</tr>
<tr>
<td>Locker Assignment</td>
<td>No fee for first semester</td>
</tr>
<tr>
<td>Transcript</td>
<td>$1 (after one free copy)</td>
</tr>
<tr>
<td>Duplicate Record</td>
<td>$1</td>
</tr>
</tbody>
</table>

Books, instruments and tools as required for individual courses.

A student is required to pay the cost of repair or replacement of any school equipment destroyed or damaged by him.

N.B. In general, no refunds of fees will be made in the event of a student's withdrawal from the college or from individual courses.
SCHOLARSHIPS

Some full and partial tuition scholarships are available to qualified applicants.

An intensive program to raise funds for scholarships has been undertaken, with the invaluable assistance of the Advisory Committee of the Bronx Community College.

A full year’s tuition scholarship has been presented by the United Local School Boards of the Bronx, under the leadership of Mrs. Sadye S. Reiss, president, in honor of Dr. William Jansen, former Superintendent of Schools of New York City.

Another full tuition scholarship for a year has been made available through the generosity of Mr. George D. Busher.

Mrs. George D. Busher has contributed a full tuition scholarship for a year.

Messrs. George Schroder and William T. Higgs have provided a full tuition scholarship for a year.

A scholarship for one semester has been given by Mr. Robert N. Morgenthaler.

An annual tuition scholarship has been endorsed by Mr. Joseph Cohen.

Mrs. Margorie Horowitz has contributed one full tuition scholarship in memory of her beloved husband, Harry Gregory Horowitz.

President Morris Meister endorsed over to the Scholarship Fund an honorarium received from the Catholic Science Council.

The Grand Street Boys Association has undertaken a substantial program of scholarship assistance for which students at the College may apply.

A plan of guaranteed employment at the College will enable students “to earn while they learn” and defray costs of tuition, books and other expenses.

New York State Scholarships may be applied to tuition costs at the college.

The Veterans Administration will approve the college for war service scholarships.

Applications

Applicants for scholarship aid should apply directly by mail to the Chairman, Scholarships and Student Aid Committee, and make reference to this application in the place provided on the Guidance-Placement Questionnaire.

Loans

Qualified students may apply for a loan to meet college tuition and expenses under the plan of the New York State Education Assistance Corporation. Applications may be obtained in the Office of the Registrar.

Students are eligible for loans under the provisions of the National Defense Education Act of 1958. Inquiry should be made in the Office of the Registrar.

18: BRONX COMMUNITY COLLEGE
COMMUNITY PARTICIPATION

A SPECIAL STUDY

The Fund for the Advancement of Education of the Ford Foundation provided a grant of $15,000 to the college for an exploratory survey of curricula and practices in two-year colleges, to be used as a basis for establishing the program of the Bronx Community College.

The following projects were carried out:

1) A series of interviews with students in community colleges to ascertain the types of educational needs the Bronx Community College would be called upon to fill.

2) An investigation of ways to build up a mutually beneficial relationship between the college and the local community.

3) A survey of the industrial and commercial needs and resources of the surrounding community, to help in planning curricula, in setting up cooperative programs and in the placement of graduates.

4) An investigation into the possibility of instituting the following curricula at the Bronx Community College: a course in Social Work and Child Care; a course in Nursing; training as Optometric Technicians.

5) A study of student attrition in a community college.

Reports of these studies may be made available to authorized and interested investigators.

COMMUNITY PARTICIPATION IN THE COLLEGE

The Advisory Committee of the Bronx Community College, composed of prominent citizens, leads the community's program of support for and cooperation with the college.

The Executive Committee consists of:

HON. RUTH S. SHOUP, ex officio
DR. MORRIS MEISTER, ex officio
JUDGE ERNEST E. L. HAMMER, Honorary Chairman

GEORGE D. BUSHER, Chairman
GEORGE H. SCHRODER, Vice-Chairman
WILLIAM T. HIGGS, Vice-Chairman
MRS. CELIA STEIN, Secretary-Treasurer
NATHANIEL M. MINKOFF, Member
ABRAHAM GUREVICH, Member

The Advisory Committee is currently engaged in several projects, including a scholarship drive and plans for the ceremonies of dedication of the college and inauguration of the president. A campaign to develop extension courses and a cultural center at the college, and efforts to find placement and apprentice training posts in commerce and industry are other areas being explored.

(continued on next page)
The members of the Advisory Committee and their affiliations are:

BERNARD E. ALPERN
President, Grand Iron Works

JOSEPH L. AUER
President, R. Hoe and Co. Inc.

GEORGE D. BUSHER
Vice-President, Eugene J. Buscher Co. Inc.

DONALD DARCY
Vice-President, North Side Savings Bank

GEORGE FARKAS
President, Alexander's RT. REV. MSGR. BERNARD J. FLEMING
Principal, Cardinal Hayes High School

DR. MERLE E. FRAMPTON
Principal, New York Institute for the Education of the Blind

HON. WALTER H. GLADWIN
City Magistrate

ABRAHAM GUREVICH
Security Mutual Liabilities Insurance Company

HON. ERNEST E. L. HAMMER
State Supreme Court Justice (ret.)

REV. EDLER G. HAWKINS
St. Augustine's Presbyterian Church

WILLIAM T. HIGGS
President, Bronx Board of Trade

HAROLD KASE
Director, Bronx Office, New York Chapter, American Red Cross

HARRY LESSER
Attorney

DR. JOSEPH O. LORETAN
Associate Superintendent of Schools

HON. CHARLES A. LORETO
Municipal Court Justice

DR. O. CURRIER MCEWEN
Associate Professor of Medicine, N.Y.U.-Bellevue Medical Center

REV.

LAURENCE J. McGINLEY, S.J.
President, Fordham University

JOSEPH C. MEEHAN
Executive Secretary, Bronx Board of Trade

NATHANIEL M. MINKOFF
Secretary-Treasurer, Joint Board, Dress and Waistmaker's Union

ROBERT N. MORGENTHAU
Attorney

WILLIAM J. O'LEARY
Chairman, Education Committee, Bronx Chamber of Commerce

RABBI JOSEPH PENNER
Jacob H. Schiff Center

MRS. SADYE S. REISS
President, United Local School Boards of the Bronx

RICHARD C. SACHS
President, Sachs Quality Stores, Inc.

HON. CHARLES E. SULLIVAN
Riverdale Temple

MRS. CELIA STEIN
Riverdale Press

EUGENE L. SUGARMAN
Attorney

HON. FELIPE N. TORRES
State Assemblyman

ARTHUR A. WALSH
Executive Secretary, Bronx Chamber of Commerce

NEIL J. WALSH JR.
Walsh & Walsh

LOUIS E. YAVNER
Attorney
<table>
<thead>
<tr>
<th>Topic</th>
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<td>22, 23</td>
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<tr>
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</tr>
</tbody>
</table>
The Bronx Community College has been authorized by the Board of Regents of the University of the State of New York to award the degrees of Associate in Arts (A.A.) and Associate in Applied Science (A.A.S.) to qualified graduates who satisfactorily complete all the scholarship requirements of their respective curricula and are recommended by the faculty to the President.

Students are required to pursue the course of study as prescribed in their respective curricula.

ACADEMIC RATING

Students must maintain high standards of achievement to retain fully matriculated status and earn a degree at the Bronx Community College.

System of Grading

The student receives a letter grade in each course at the end of the semester in accordance with the following scale:

<table>
<thead>
<tr>
<th>Grade</th>
<th>Approx. Numerical Percentage Equivalent</th>
<th>Nature of Achievement</th>
<th>Scholastic Index</th>
</tr>
</thead>
<tbody>
<tr>
<td>A</td>
<td>90-100</td>
<td>Excellent</td>
<td>4.0</td>
</tr>
<tr>
<td>B</td>
<td>80-89</td>
<td>Superior</td>
<td>3.0</td>
</tr>
<tr>
<td>C</td>
<td>70-79</td>
<td>Fair</td>
<td>2.0</td>
</tr>
<tr>
<td>D</td>
<td>60-69</td>
<td>Lowest passing</td>
<td>1.0</td>
</tr>
<tr>
<td>E*</td>
<td>55-60</td>
<td>Poor, doubtful</td>
<td></td>
</tr>
<tr>
<td>F</td>
<td>0-55</td>
<td>Failure</td>
<td>0.0</td>
</tr>
</tbody>
</table>

*E—Conditional failure. Student is given a special examination during the succeeding term to resolve the doubt about his status. If he succeeds in this make-up opportunity, the grade he receives is a D; if he fails, the grade is F.

G—Equivalent of F, student dropped for unsatisfactory scholarship.

H—Equivalent of F, student dropped for unsatisfactory attendance.

J—Student permitted to drop course, without penalty.

K—The grade K plus a numerical percentage is assigned to a student whose work has been satisfactory but who has been absent from a final examination. The student may submit to the Committee on Course and Standing evidence as to physical inability to attend the examination and may apply for a re-examination, to be given by the respective department at its earliest convenience, without grade penalty to the student.
ACADEMIC REGULATIONS

Academic Ratings (Cont'd.)

L—The grade L plus a numerical percentage signifies that the work of a course has been left incomplete, and that the instructor has given the student an opportunity to hand in a project at a subsequent date, no later than March 1 or October 1 of the subsequent semester. The subsequent letter grade may involve penalty for failure to complete the assignment on time.

Grades of E, K and L become F, unless a passing grade is substituted as a result of successful completion of the work or the examination in the course, within the time stipulated.

A student must repeat any required course in which he receives an F.

N.B. Some institutions grant transfer credit only for courses passed with grades of C or better; others require minimum grades of B.

Scholastic Standards

A student must earn an overall average of C in all his courses to receive a degree.

The College requires that a student maintain a C average each semester to remain in good standing. Students who fail to achieve this level of scholastic competence will have their records and the contributing circumstances reviewed by the Committee on Course and Standing.

The Committee may require that:
1. the student be placed on probation with a reduced program;
2. the student consider a change in curriculum;
3. the student be dropped from the college.

Students on probation follow curtailed academic programs and are required to restrict their extra-curricular activities.

Attendance

Regular attendance and punctuality are basic requirements for high quality accomplishment. Attendance is taken in all classes and the legal minimum of attendance is 85% of the sessions.

Failure to comply with this rule may result in debarment for excessive absences.

In cases where excessive absences become unavoidable for medical or other sufficient reasons, a student may apply to the Committee on Course and Standing for permission to withdraw, without penalty, from a single course or courses. Where such permission is granted, the grade of J will be recorded.

“Dean’s List”

Students who achieve a B average, equivalent to a scholastic index of 3.0, will be suitably recognized for their academic achievement.
STUDENT LIFE

Student Decorum

Students of the Bronx Community College are expected to conduct themselves as loyal and conscientious citizens. As mature ladies and gentlemen, they observe the best standards of the community.

The bylaws of the Board of Higher Education include the following paragraph: "Each student enrolled in any college or school under the control of the Board and every organization, association, publication, club or chapter shall obey all the rules and regulations and orders of the duly established college authorities, shall give punctual and courteous attention to all college duties, shall conform to the requirements of good manners and good morals, and shall obey the laws of the City, State and Nation within college grounds and elsewhere."

Registrar's Announcements

Transcripts

1) Official transcripts bear the seal of the college and the signature of the Registrar. These transcripts will be sent at student or official request to colleges and universities, official or governmental agencies, and business offices considering the student for employment. An official transcript cannot be issued to a student or an alumnus.

2) Requests for transcripts, when needed, should be filed as early as possible in the Office of the Registrar. Such requests cannot be honored immediately during registration or other busy periods.

3) No fee is charged for the initial transcript. A one-dollar fee is charged for subsequent requests.

Change of Address or Name

Any change of address or name should be reported to the Office of the Registrar immediately.

Student Records

Each student, or if he is under twenty-one years of age, his parent or guardian, may be required to sign a consent for release of his medical or personnel records under conditions established by the college to appropriately authorized personnel or agencies.
STUDENT LIFE

EXTRA-CURRICULAR ACTIVITIES

The college encourages student self-government and participation in the organization and operation of clubs, athletic and social events, publications, and musical, artistic, dramatic and cultural activities.

An appropriate collegiate atmosphere is conducive to the development of initiative, leadership, loyalty, independent thinking, the social graces and community harmony.

COLLEGE COLORS AND SYMBOLS

The “Green and Gold” motif depicted on the cover of this bulletin represents more than a harmonious blend of color.

The green of photosynthesis was selected to suggest creativity and vigor, traits to be cultivated in aspiring college students.

The gold of the sun’s rays, source of energy and light, was chosen to symbolize the qualities of a mind that seeks to penetrate and illuminate all areas of knowledge.

The combination of green and gold points up the determination to advance human progress, the idealism and intellectual fervor of the youthful spirit.

The student body will choose their college songs and symbols as traditions develop.

COLLEGE SEAL

The seal of the Bronx Community College symbolizes its educational aspirations.

The tree of learning is bearing fruit on three branches.

In the upper section, an open book representing modern scholarship is superimposed upon an ancient scroll, to show that the wisdom of the classics and the knowledge of the past may help us to live better in the present.

In the lower left section, the palm of a hand holding the planet, earth, asserts the conviction that man controls his own destiny.

The diagram of the atom in the lower right-hand segment suggests man’s efforts to control matter and energy for life purposes. New vistas have opened for man’s exploration, as well as challenges to his values and ability to solve moral problems.

The college, born in 1957, is dedicated to the realization of humanity’s highest ideals through education.

Professor Albert D’Andrea of the Department of Art of the City College of New York designed the seal, based on ideas submitted by the president and the faculty.

COLLEGE SEAL
THE CURRICULUM

PROGRAM OF STUDIES OFFERED BY THE COLLEGE

The Bronx Community College is a two-year coeducational institution of higher learning which offers two types of programs:

(1) Transfer Programs

The transfer programs in Liberal Arts and Sciences and in Pre-Engineering, Pre-Science are intended for those students who plan to continue their academic studies at a four-year college and beyond in further graduate study. *(The transfer curricula are described in detail later in the catalogue.)*

(2) Technology Programs

The programs in Business, Chemical, Electrical, Mechanical and Medical Laboratory Technology offer an opportunity for a curriculum that combines firm grounding in general education with specific career preparation. The student is prepared, after two years, to enter the world of work with developed skills so as to fill a position in a chosen field as a technician, sub-professional, executive assistant, etc. *(The technology curricula are described in detail later in the catalogue.)*

TRANSFER PROGRAMS

Qualified graduates of the Bronx Community College transfer program will be admitted to a four-year municipal college with full credit after the satisfactory completion of two years of study in the liberal arts and sciences or pre-engineering, pre-science program, under the following arrangements:

(a) Graduates who earn the A.A. degree (with a minimum of C average, which is a Bronx Community College requirement) may be admitted to the third year of a selected liberal arts and sciences program.

(b) Students in the pre-engineering, pre-science curriculum are required to maintain, in addition to the general C average, grades of C or better in their courses in Chemistry, Drafting, Mathematics and Physics in order to be admitted to the study of engineering in the junior class of the School of Technology at the City College.

Students who wish to continue their studies in four-year colleges other than the municipal colleges should arrange to communicate directly with those institutions to determine standards and procedures of admission, transfer of course credits, etc.

All students who plan to continue their education beyond the community college should confer with a Guidance Counselor and with the Registrar as early in their academic careers as possible. In general, the administrators of four-year colleges prefer that students complete their two years of study at the Bronx Community College before transfer.

Extension Courses and Summer Session

The college plans to offer evening and extension courses, beginning in September, 1959, as well as to organize a summer session.
<table>
<thead>
<tr>
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<tr>
<td>Course of Study</td>
<td>33</td>
</tr>
<tr>
<td>Chemical Technology</td>
<td>34</td>
</tr>
<tr>
<td>Course of Study</td>
<td>35</td>
</tr>
<tr>
<td>Electrical Technology</td>
<td>36</td>
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<tr>
<td>Course of Study</td>
<td>37</td>
</tr>
<tr>
<td>Mechanical Technology</td>
<td>38</td>
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<td>Course of Study</td>
<td>39</td>
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<tr>
<td>Medical Laboratory Technology</td>
<td>40</td>
</tr>
<tr>
<td>Course of Study</td>
<td>41</td>
</tr>
<tr>
<td>Colleges of the State University of New York</td>
<td>42</td>
</tr>
</tbody>
</table>
THE LIBERAL ARTS AND SCIENCES (TRANSFER) PROGRAM

The world of today, with its demand for specialists, makes liberal education more needed than ever before so that people may live a full life with advantage to themselves and their fellows. The spirit of free inquiry must prevail in classroom, laboratory and library. A truly liberal education involves an individual in the pursuit of knowledge and truth, wherever they lead; frees the mind from ignorance, bigotry, superstition and fear; and helps man develop a sense of proportion about life and society.

Traditionally, various studies have been considered uniquely liberalizing. At the Bronx Community College, all the curricula contain a balanced proportion of these elements.

The curriculum in Liberal Arts and Sciences is composed of required and elective courses in areas dealing with: the arts of communication — English composition, speech, and modern languages; the record of society and the nature of human institutions — economics, government, history and sociology; the laws of nature — biology, chemistry and physics; an understanding of human emotions and the mental processes — logic, mathematics and psychology; the values and esthetic pursuits by which men live — art, literature, music and philosophy; and the techniques of cultivating the sound mind in a sound body — health education.

In modern times, a realistic education must help an individual to lead an economically productive life as well as an intellectually creative one. Many avenues to self-support are open to the graduate of the Liberal Arts and Sciences curriculum. The Associate in Arts graduate is prepared for admission to the third year of a four-year college, where further career preparation may be pursued.

Among the careers open to graduates of four-year Liberal Arts and Sciences courses are:

Accountant  
Biologist  
Business Administration  
Chemist  
Laboratory or Research Assistant  
Journalist  
Physicist  
Research assistant  
Social worker  
Statistician  
Teacher

After professional or graduate schools, other fields are:

Architecture  
Dentistry  
Education  
Law  
Library  
Medicine  
Nursing  
Science  
Social Work

28 : BRONX COMMUNITY COLLEGE
LIBERAL ARTS AND SCIENCES (TRANSFER)
leading to the A.A. degree

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<tr>
<th>COURSES</th>
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Advisor: PROFESSOR ABRAHAM TAUBER, Head of General Education
THE PRE-ENGINEERING, PRE-SCIENCE (TRANSFER) PROGRAM

Engineers and scientists are playing a leading role in the atomic-space age. We all come in contact every day with new products and processes which have been created by highly trained scientists or engineers.

Our country is in need of more men and women trained to advance the frontiers of science. Opportunities are unlimited. The field of engineering is so diversified that after proper training, one may enter any one of a number of specialized types of work.

The experienced and successful scientist or engineer knows the necessity of rigorous preparation for his profession, especially in mathematics and basic science. The pre-engineering, pre-science program at the Bronx Community College is based on this well-founded premise.

Both the success of the individual and the welfare of society require that professionals in science and engineering be citizens of sound judgment, broad wisdom and humane sympathies. Hence, the curriculum at the Bronx Community College includes a balance of courses in the humanities.

An engineering or science student may spend the first two years of his study in an intimate, community college atmosphere. Since the two-year curriculum is patterned after the best in the country, it allows transfer to a standard four-year engineering college such as the School of Technology at the City College, or to a school of liberal arts and sciences, to permit a student further preparation in a science area.

Fields open to a graduate of a four-year engineering college or a four-year science course:

- Chemical, Civil, Electrical and Mechanical Engineering
- Chemist
- Mathematician
- Nuclear Scientist
- Physicist
- Statistician
# CURRICULUM

## PRE-ENGINEERING, PRE-SCIENCE (TRANSFER)
leading to the A.A.S. degree

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<tr>
<th>COURSES</th>
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<tr>
<td>GA 1</td>
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<td>GS</td>
<td>Contemporary Civilization 1, 2</td>
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<td>*Electives: English, Foreign Language or Social Studies</td>
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| Mathematics and Science: | | | |
| SC 1, 2 | Chemistry 1, 2 | 4 | 4 | |
| SM 11, 12, 13, 14 | Mathematics 11, 12, 13, 14 | 4 | 5 | 5 | 4 |
| SP 11, 12, 13 | Physics 11, 12, 13 | 4 | 4 | 4 | |
| SP 14 | Analytical Mechanics | 3 | |
| *Elective: (Choice of one) | | | |
| SP 15 | Atomic Physics | 4 | |
| SP 16 | Electricity & Magnetism | | |
| SP 17 | Geology | | |
| SC 7 | Quantitative Analysis | | |

| TECHNOLOGY: | | | |
| TM 1, 2 | Engineering Graphics 1, 2 | 3 | 3 | |

Total by semester: 18 19½ 20 17½

Total for degree: 75 credits

*Choice of one

Advisor: PROFESSOR MANUEL STILLERMAN, Head of Electrical and Mechanical Technology
THE PROGRAM IN BUSINESS TECHNOLOGY

America's high standard of living and its heritage of freedom are based on our free economy. Many career opportunities with excellent prospects for advancement exist in the fields of business, industry, commerce and government for energetic, ambitious young people. In providing training for men and women interested in such positions, the curriculum in Business Technology offers a well-rounded program in general education, as well as specialized elective subjects.

Students begin their specialization in the second semester, concentrating in such areas as Accounting and Business Management, Retailing, Executive Assisting, Legal or Medical Secretary and Real Estate and Insurance.

The Accounting specialization prepares young men and women for office positions which involve the handling of financial records.

The Retailing specialization prepares for positions of responsibility in department stores, specialty stores, buying offices and independent small stores.

The Executive Assisting specialization prepares the student for secretarial functions in business or governmental offices, social work agencies and the like.

The Executive Assisting-Legal Secretarial specialization prepares for the duties of a legal secretary in a law office, legal department or legal division of a business firm or governmental agency.

The Executive Assisting-Medical Secretarial specialization prepares the student to become a secretary to a physician or dentist, to perform duties as a medical or dental receptionist and laboratory assistant for routine laboratory procedures.

The Real Estate and Insurance specialization prepares for careers as agents and brokers in real estate and insurance. Training in this specialization is designed to prepare graduates for the New York State licensing examinations.

Additional fields of specialization will be added by the department to meet the interests, desires and aptitudes of its students and the employment opportunities in the ever-changing, dynamic world of business.

Careers open to graduates:
Assistant Buyer
Assistant Store Manager
Executive Trainee
Executive Assistant in Social Agency
Insurance Agent
Junior Accountant
Legal Secretary
Medical Secretary
Office Assistant
Real Estate Agent

Opportunities available after further training, education and experience:
Budget Director
Buyer
Certified Public Accountant
Controller
Executive Secretary
Merchandise Manager
Office Manager
Personnel Director
Real Estate and Insurance Broker

32 : BRONX COMMUNITY COLLEGE
BUSINESS TECHNOLOGY
leading to the A.A.S. degree

<table>
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<td>GM 1 Music Appreciation</td>
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<td>GS 4 Economics</td>
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<td>GS 5 Psychology</td>
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<td>SB 1 Biology 1</td>
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<td>SM 1 Mathematics 1</td>
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<td>TB 1 Accounting 1</td>
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<td><strong>Total by semester</strong></td>
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</table>

*Choose from either group

Advisor: PROFESSOR BERNARD P. CORBMAN, Head of Business Technology
THE PROGRAM IN CHEMICAL TECHNOLOGY

Industrial chemistry is one of our rapidly growing manufacturing industries. Technicians are employed in research, in developing new products — pharmaceuticals, plastics, metals, alloys, ceramics and fuels — and in finding new uses for products presently available. From these processes have come penicillin and streptomycin, nylon and dacron, synthetic rubber and high octane gasoline.

A career in the chemical field may find one employed in a laboratory, or a plant, at a desk, or in a variety of other situations.

The Chemical Technology course is open to both men and women. The program of study and training offered is designed to give the student a firm foundation in the general concepts of chemistry, physics and mathematics as a prelude to specialization.

The student becomes acquainted with the theoretical and practical aspects of chemistry.

Typical vocational opportunities immediately upon graduation:

- Laboratory technician
- Market research
- Research assistant

After further training and experience:

- Chemical salesman
- Control analyst
- Laboratory supervisor
- Pilot-plant operator
- Production supervisor

Students interested in a professional career in chemistry may take the Liberal Arts and Sciences or Pre-Engineering, Pre-Science transfer program leading to specialization at a four-year college and graduate school.
CURRICULUM

CHEMICAL TECHNOLOGY
leading to the A.A.S. degree

COURSES

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<td>GE 1, 2 English Composition 1, 2</td>
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<td>GE 3 Speech 1</td>
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<td>GM 1 Music Appreciation*</td>
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Mathematics and Science:

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<td>SC 6 Qualitative Analysis</td>
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TECHNOLOGY:

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<td>TC 2 Industrial Chemistry</td>
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<td>TC 4 Unit Operations</td>
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<td>TM 1 Engineering Graphics 1</td>
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Total by semester: 18 1/2  18 1/2  19  19

Total for degree: 75 credits

*Choice of one

Advisor: PROFESSOR SHELDON M. ATLAS, Acting Head of Chemical Technology
THE PROGRAM IN ELECTRICAL TECHNOLOGY

Great strides have been made in the electrical and electronic fields in the last few decades; as a result, a great demand has arisen for adequately trained personnel. Competent technicians are needed to design, build, test and maintain the complex electrical and electronic devices which are part of our industrial structure.

The Electrical Technology course is intended for high school graduates with an interest in electricity and good preparation and competence in mathematics and science.

The curriculum provides the broad base necessary for most semi-professional jobs in the electrical field. The well trained technician is an invaluable addition to a development laboratory where many types of problems are encountered daily.

Some specialization is introduced through electives given in the fourth semester. Moreover, the course provides the technical background necessary to learn the details of any specialty, later, in the field.

In the laboratory courses, techniques and equipment are used which simulate those found in industry.

To achieve the skillful use of communicative processes and an understanding of our society and culture, courses in English, the humanities and social studies are offered in the curriculum to develop an individual who will be an asset to himself, to society and to his employer. The curriculum provides an excellent base for growth and development from experience and further education.

Vocational opportunities for which the graduate is prepared:
- Components Tester
- Electrical Draftsman
- Electrical Inspector
- Industrial Salesman
- Laboratory Technician
- Maintenance Electrician
- Studio Technician
- Technical Serviceman

With further training and experience:
- Components Specialist
- Product Designer
- Field Engineer
- Sales Engineer
- Development Engineer
- Plant Engineer
- Operating Supervisor
- Quality Control Supervisor
## CURRICULUM ELECTIONAL TECHNOLOGY

leading to the A.A.S. degree

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**Elective:**

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**TECHNOLOGY:**

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<td>Fields &amp; Electronics 1, 2</td>
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<td>Electric Machines &amp; Power 1, 2</td>
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**Electives:** (Choice of two)

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Total by semester  

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Total for degree  

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*Choice of one

Advisor: PROFESSOR MANUEL STILLERMAN, Head of Electrical and Mechanical Technology

**ELECTRICAL TECHNOLOGY** : 37
THE PROGRAM IN MECHANICAL TECHNOLOGY

The advances of modern science and technology are well known to all. These giant steps in human progress rest on a highly developed mechanical technology which produces practical results from the designs and visions of the scientist and engineer.

The field of mechanical technology offers a wide range of challenging occupational opportunities, including a growing need for specialists. The tremendous scope and quantity of mechanical engineering work in commerce and government has created an unprecedented demand for well trained mechanical technicians. In fact, industry is turning more and more to the technician to assume responsibilities previously handled by engineers.

The curriculum in mechanical technology is meant for high school graduates who have an interest in mechanical work and an aptitude and background in mathematics and science. The comprehensive course emphasizes sound basic training, includes a solid core of general education, and provides specialization through a choice of elective offerings.

The practical work done in the laboratories is planned to reproduce the real conditions of industry. The equipment is of industrial caliber and the procedures duplicate as far as possible current practice. Visits are made to industrial installations so as to maintain a proper perspective on actual manufacturing facilities.

The graduate is prepared to undertake the following jobs:

Draftsman
Heat treater
Inspector
Junior salesman
Laboratory technician
Production clerk
Machinist
Maintenance technician
Materials tester

With further training and experience:

Designer
Metallurgist
Quality control engineer
Sales engineer
Test engineer
Production supervisor
Shop foreman
Plant engineer
Materials specialist
**CURRICULUM**

**MECHANICAL TECHNOLOGY**

leading to the A.A.S. degree

### COURSES

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<th>CREDITS BY SEMESTER</th>
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### GENERAL EDUCATION:

- **GA 1** Art Appreciation* 1*
- **GE 0** Remedial Speech (qualified students may be excused) 1/2
- **GE 1, 2** English Composition 1, 2 3 3
- **GE 3** Speech 1 2
- **GH 1, 2** Health Education 1, 2 1/2 1/2
- **GM 1** Music Appreciation* 1*
- **GM S 1, 2** Contemporary Civilization 1, 2 3 3

**Elective:**
- English or Social Studies 3

### Mathematics and Science:

- **SM 1, 2** Mathematics 1, 2 3 3
- **SP 1** Physics 1 4
- **SP 3** Mechanics 3

### TECHNOLOGY:

- **TE 31, 32** Electrical Technology 1, 2 2 3
- **TM 1, 2** Engineering Graphics 1, 2 3 3
- **TM 3** Engineering Materials and Processes 2
- **TM 4, 5** Mechanical Product Design 1, 2 2 2
- **TM 6** Strength of Materials 4

**Electives:** (Choice of two - 3rd semester) 8

- **TM 11** Machine Design
- **TM 12** Thermodynamics and Heat Transfer
- **TM 13** Metallurgy
- **TM 14** Production Planning

(Choice of two - 4th semester) 8

- **TM 21** Advanced Machine Design
- **TM 22** Tool Design
- **TM 23** Refrigeration and Air Conditioning
- **TM 24** Heating and Ventilating
- **TM 25** Industrial Management
- **TM 26** Industrial Plant Planning
- **TM 27** Instrumentation and Control Systems
- **TE 33** Electronics for Mech. Tech. students

**Total by semester** 18 1/2 16 1/2 17 17

**Total for degree** 69 credits

*Choice of one

Advisor: PROFESSOR MANUEL STILLERMAN, Head of Electrical and Mechanical Technology

MECHANICAL TECHNOLOGY : 39
THE PROGRAM IN
MEDICAL LABORATORY TECHNOLOGY

The advance of scientific knowledge in the field of medicine has multiplied the need for personnel trained in such areas as X-Ray, hematology, serology, histology and bio-chemistry. Opportunities for service and employment abound as technicians and medical or research assistants in private, city, state and federal offices, hospitals, laboratories and clinics, research divisions of drug and chemical corporations, and in private and public educational and research institutions.

Thorough preparation in medical laboratory procedures is provided in the curriculum of the Bronx Community College to assure intelligent performance and competence. Liberal arts courses are an integral part of the student's collegiate experience. If students desire to continue their education at a four-year college, our courses may be accepted for advanced standing.

N.B. The successful completion of the Liberal Arts and Sciences (transfer) program can serve as a two year pre-nursing program, qualifying students from the Bronx Community College for admission to advanced standing in the course for the B.S. at such institutions as Cornell University - New York Hospital and the Department of Nursing, Faculty of Medicine, Columbia University.

Vocational opportunities available after graduation:
- Laboratory assistant
- Medical assistant
- Medical laboratory technician
- Medical record clerk, typist, secretary or receptionist
- X-Ray Technician

After further training, education and experience:
- Administrative assistant
- Dentistry
- Hospital administrator
- Medical librarian
- Medicine
- Nursing
- Teaching
# CURRICULUM

## MEDICAL LABORATORY TECHNOLOGY

leading to the A.A.S. degree

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<tr>
<th>COURSES</th>
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Advisor: PROFESSOR HENRY F. WHITE, Head of Medical Laboratory Technology
STATE UNIVERSITY OF NEW YORK
Central Administrative Office: Albany 1, N. Y.

LIBERAL ARTS COLLEGE
Harpur College at Endicott

MEDICAL COLLEGES
State University Downstate Medical Center in New York City
State University Upstate Medical Center in Syracuse

TEACHERS COLLEGES
State University College for Teachers at Albany
State University Teachers College at Brockport
State University College for Teachers at Buffalo
State University Teachers College at Cortland
State University Teachers College at Fredonia
State University Teachers College at Geneseo
State University Teachers College at New Paltz
State University Teachers College at Oswego
State University Teachers College at Plattsburgh
State University Teachers College at Potsdam

OTHER PROFESSIONAL COLLEGES
State University College of Forestry at Syracuse University
State University Maritime College at Fort Schuyler
State University College on Long Island at Oyster Bay
State University College of Ceramics at Alfred University
New York State College of Agriculture at Cornell University
New York State College of Home Economics at Cornell University
New York State School of Industrial and Labor Relations at Cornell University
New York State Veterinary College at Cornell University

AGRICULTURAL AND TECHNICAL INSTITUTES
State University Agricultural and Technical Institute at Alfred
State University Agricultural and Technical Institute at Canton
State University Agricultural and Technical Institute at Cobleskill
State University Agricultural and Technical Institute at Delhi
State University Agricultural and Technical Institute at Farmingdale
State University Agricultural and Technical Institute at Morrisville

COMMUNITY COLLEGES
( Locally-sponsored two-year colleges under the program of State University)
Auburn Community College at Auburn
Bronx Community College at New York City
Broome Technical Community College at Binghamton
Corning Community College at Corning
Dutchess County Community College at Poughkeepsie
Erie County Technical Institute at Buffalo
Fashion Institute of Technology at New York City
Hudson Valley Technical Institute at Troy
Jamestown Community College at Jamestown
Mohawk Valley Technical Institute at Utica
New York City Community College of Applied Arts and Sciences
Orange County Community College at Middletown
Staten Island Community College at Staten Island
Westchester Community College at White Plains

42 : BRONX COMMUNITY COLLEGE
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<td>Medical Laboratory Technology</td>
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COURSE DESCRIPTIONS*

GENERAL EDUCATION

ART
GA 1 Art Appreciation 2 hrs. 1 cr.
The study and appreciation of architecture, sculpture, painting and the graphic arts. Field trips to museums and other art facilities supplement readings, films, exhibits and lecture materials.

ENGLISH-SPEECH
GE 0 Remedial Speech 2 hrs. ½ cr.
Clinical instruction to overcome speech handicaps and deficiencies. Individual and small group therapy to achieve an acceptable speech pattern. (Assignment after an examination. Qualified students may be excused.)

GE 1 English Composition 1 3 hrs. 3 cr.
Readings, discussions, conferences and writing of themes to develop skill and facility in the use of the English language.**

GE 2 English Composition 2 3 hrs. 3 cr.
Based on critical reading of literary types. Discussions, conferences and analysis of ideas and techniques of rhetoric lead to more advanced writing projects, research papers and creative efforts.
Prereq: GE 1

GE 3 Speech Fundamentals 1 3 hrs. 2 cr.
Development of effective oral communication. Language structure and vocal production. Practice in the oral interpretation of literature, dramatics, the techniques of the interview, discussions and various forms of public address.

GE 4 Advanced Speech 2 3 hrs. 2 cr.
Effective techniques of oral communication. Practice in public speaking and group discussion, with emphasis on audience and propaganda analysis and the psychology and logic of persuasion.
Prereq: GE 3

GE 5 Classical Literature 1 3 hrs. 3 cr.
Significant ideas and literary techniques in the classics including major works in translation, from earliest times and various cultures.

GE 6 Modern Literature 2 3 hrs. 3 cr.
Studies in the comparative literature of the 19th and 20th centuries. Emphasis on American, British and continental writers.

*As the College grows, additional electives will be added to the offerings of the various departments and curricula.
Bronx Community College reserves the right to offer only such courses as are warranted by registration and to withdraw courses, if necessary.
**Assignment will be made to special remedial groups for those in need of such instruction.

44 : BRONX COMMUNITY COLLEGE
HEALTH EDUCATION (for men and women, separately)
GH 1 Health Education 1  2 hrs. 1/2 cr.
  Fundamental techniques and skills in calisthenics, stunts, tumbling, swimming and seasonal team sports.
GH 2 Health Education 2  2 hrs. 1/2 cr.
  Advanced techniques and skills.
GH 3 Health Education 3  2 hrs. 1/2 cr.
  Body building and the use of heavy apparatus. (Men only)
  Rhythmic and modern dance. (Women only)
GH 4 Health Education 4  2 hrs. 1/2 cr.
  Tennis, badminton, golf and handball. Participation in planned contests. (Intramurals)

MODERN LANGUAGES
GF 01, 02, 03 Elementary-Intermediate French  3 hrs. 3 cr. each
  Fundamentals of grammar and vocabulary building; correct pronunciation, basic conversation and readings; cultural and historical developments in France.
GF 1, 2 College French 1, 2  3 hrs. 3 cr. each
  Study of current usage including idiomatic constructions and grammar, conversation, reading, oral and written translation and a survey of historical, geographical, literary, philosophical and cultural developments in France.
  Prereq: Three years of secondary school French or GF 03.
GG 01, 02, 03 Elementary-Intermediate German  3 hrs. 3 cr. each
  Fundamentals of grammar and vocabulary building; correct pronunciation, basic conversation and readings; cultural and historical developments in Germany.
GG 1, 2 College German 1, 2  3 hrs. 3 cr. each
  Study of current usage including idiomatic constructions and grammar, conversation, reading, oral and written translation and a survey of historical, geographical, literary, philosophical and cultural developments in Germany.
  Prereq: Three years of secondary school German or GG 03.
G Sp 01, 02, 03 Elementary-Intermediate Spanish  3 hrs. 3 cr. each
  Fundamentals of grammar and vocabulary building; correct pronunciation, basic conversation and readings; cultural and historical developments in Spain and Spanish-speaking lands.
G Sp 1, 2 College Spanish  3 hrs. 3 cr. each
  Study of current usage including idiomatic constructions and grammar, conversation, reading, oral and written translation and a survey of historical, geographical, literary, philosophical and cultural developments in Spain and Spanish-speaking lands.
  Prereq: Three years of secondary school Spanish or G Sp 03.

GENERAL EDUCATION : 45
MUSIC

GM 1 Music Appreciation 2 hrs. 1 cr.
The forms, styles and meaning of music. The background of its development. Audio and visual illustrations are utilized to increase enjoyment through understanding.

SOCIAL STUDIES

GS 1 Contemporary Civilization 1 3 hrs. 3 cr.
The major steps in the development of Western political, social, economic and cultural institutions from their roots in ancient and classical civilizations to the beginning of the nineteenth century. Emphasis on the growth of European political institutions during the early modern period (1450-1815).

GS 2 Contemporary Civilization 2 3 hrs. 3 cr.
The outstanding political, intellectual, philosophical and economic trends of the nineteenth and twentieth centuries, including the emergence of the United States as a world power.
Prereq: GS 1

GS 3 Government 3 hrs. 3 cr.
The origins, forms and functions of American government in comparison with others. An assessment of the role of the citizen in a democratic society.

GS 4 Economics 3 hrs. 3 cr.
The principles, institutions and problems of modern economic life with emphasis on the American economy.

GS 5 Psychology 3 hrs. 3 cr.
The principles underlying human behavior, including a study of intelligence, emotion, personality and learning.

GS 6 Sociology 3 hrs. 3 cr.
Group behavior in comparative cultures. A survey of basic social institutions and human ecology; problems of human society and attempts at their solutions.
COURSE DESCRIPTIONS

BIOLOGY

SB 1 Biology 1 (Zoology) 3 cl. 3 lab. 4 cr.
Study of the organization of protoplasm into cells, tissues, organs
and systems. Development, structure, function and ecology of representa-
tive specimens, both invertebrate and vertebrate, of animal phyla. Hered-
ity and variation. The laboratory exercises include dissection of specimens
of invertebrate and vertebrate forms and microscopic study of minute
invertebrates.

SB 2 Biology 2 (Botany) 3 cl. 3 lab. 4 cr.
Study of the development, structure, function and ecology of repre-
sentative specimens of plant phyla. The laboratory exercises include both
macroscopic and microscopic examination of Thallophytes, Bryophytes,
Pteridophytes and Spermatophytes.
Prereq: SB 1

SB 3 Biology 3 (Embryology) 3 cl. 3 lab. 4 cr.
Study of the origin of the primary germ layers and their differentia-
tion and specialization into adult organ-systems. The laboratory exercises
include microscopic study of various stages of development of the chick
and pig.
Prereq: SB 1

SB 4 Biology 4 (Histology) 3 cl. 3 lab. 4 cr.
Study of the microscopic structure of cells, tissues and organs of the
systems of vertebrates. The laboratory exercises include preparation, fix-
ing, embedding, sectioning, staining and examination of tissues.
Prereq: SB 1

SB 5 Biology 5 (Anatomy and Physiology 1) 3 cl. 3 lab. 4 cr.
Study of muscular, digestive, nervous, circulatory and respiratory
systems. The laboratory exercises include experiments dealing with the
functioning of these systems.
Prereq: SB 1

SB 6 Biology 6 (Anatomy and Physiology 2) 3 cl. 3 lab. 4 cr.
Study of the excretory, integumentary, skeletal, endocrine and repro-
ductive systems. Organs of special sensation. Metabolism. The labora-
tory exercises include experiments dealing with the functioning of these
systems.
Prereq: SB 1 and SB 5

SB 7 Biology 7 (Microbiology) 3 cl. 3 lab. 4 cr.
Study of the morphology, taxonomy and cytology of micro-organisms.
Immunology and serology. The laboratory exercises include detection,
isolation, cultivation, staining and identification of pathogenic and non-
pathogenic forms.
Prereq: SB 1
COURSE DESCRIPTIONS

CHEMISTRY

SC 1, 2 Chemistry 1, 2 3 cl. 3 lab. 4 cr. each
Prereq for SC 2: SC 1

SC 3, 4 Organic Chemistry 1, 2 3 cl. 3 lab. 4 cr. each
Principles of chemistry extended to organic compounds, aliphatic and aromatic; theories of structure and of reaction are emphasized. Training in the principles of classification and nomenclature of organic compounds.
Prereq: SC 1

SC 6 Qualitative Analysis 2 cl. 6 lab. 4 cr.
Theory and practice in the separation and identification of the common anions and cations by semi-micro methods.
Prereq: SC 1

SC 7 Quantitative Analysis 2 cl. 6 lab. 4 cr.
Principles and techniques involved in fundamental gravimetric and volumetric analysis.
Prereq: SC 6

SC 8 Biochemistry 3 cl. 4 lab. 4 cr.
Prereq: SC 1 and 2, SB 1
MATHEMATICS

SM 1, 2 Mathematics 1, 2 3 hrs. 3 cr. each
College algebra, trigonometry, analytic geometry and calculus. Sufficient applications are included to provide practice in the use of mathematics as a tool. The approach is articulated with the various curricula.
The philosophical and social aspects of mathematics are emphasized for the Liberal Arts students.
The syllabus for the Chemical, Electrical and Mechanical Technology students is integrated with the needs of the respective technology.
The semester of mathematics for Business and Medical Laboratory Technology students emphasizes problems especially pertinent to their interests.

SM 11 Mathematics 11 4 hrs. 4 cr.
SM 12 Mathematics 12 5 hrs. 5 cr.
SM 13 Mathematics 13 5 hrs. 5 cr.
An integrated study of college algebra, trigonometry, analytic geometry and calculus. Rigorous development of the mathematical principles is coupled with numerous illustrative examples and applications to the physical sciences and engineering.

SM 14 Mathematics 14 4 hrs. 4 cr.
A study of ordinary and partial differential equations and introduction to selected topics in advanced mathematics, such as gamma, Bessel and Legendre functions and Laplace transformations.
Prereq: SM 13
PHYSICS

SP 1, 2  Physics 1, 2  3 cl. 3 lab. 4 cr. each
   An introduction to the basic laws of mechanics, heat, fluids, electricity, sound and light.
   The Liberal Arts and Sciences students who elect physics, and the
   Chemical Technology students for whom the subject is required, take this
two-semester sequence.
   The Electrical and Mechanical Technology students take SP 1. In
this course, those topics are stressed that articulate best with the subse-
quent area of specialization.

SP 3  Mechanics  3 hrs. 3 cr.
   The application of physical principles to problems in statics and dy-
namics.
   Prereq: SP 1

SP 11, 12, 13  Physics 11, 12, 13  3 cl. 2 lab. 4 cr. each
   General Physics sequence for Pre-Engineering students. A rigorous
course in the fundamentals of engineering principles including work with
atomic particles. After the first semester, calculus is used frequently.

SP 14  Analytical Mechanics  3 hrs. 2 cr.
   A rigorous course in the application of physical principles to the
solution of engineering problems in statics and dynamics. The use of
calculus is frequent.
   Prereq: SP 13, SM 13

SP 15  Atomic Physics  3 cl. 3 lab. 4 cr.
   A study of the modern theories of structure of the atom and its con-
stituent particles; the motion of charged particles in magnetic and electric
fields. Introduction to quantum mechanics. The experimental basis for
the theories and their practical applications to engineering.

SP 16  Electricity and Magnetism  3 cl. 3 lab. 4 cr.
   A study of the basic principles of stationary and moving electric and
magnetic fields and their effect on charged particles. Maxwell's equations
and radiation of electromagnetic energy. Electrostatic and magnetic prop-
erties of matter.
   Prereq: SP 13

SP 17  Geology  3 cl. 3 lab. 4 cr.
   The principles of physical geology and its applications to civil en-
geering problems. Surface and ground water supplies; history and
characteristics of rock and rock structures. Interpretation of geologic maps
and aerial photographs.
TB 1 Accounting 1 3 cl. 3 lab. 4 cr.
The principles of accounting as applied to single proprietorship. Journalizing and posting, adjusting and closing entries, preparation of the worksheet, trial balance, balance sheet and profit and loss statement.

TB 2 Accounting 2 3 cl. 3 lab. 4 cr.
Extension of the principles of accounting as applied to partnerships and corporations.

Prereq: TB 1

TB 3 Accounting 3 3 cl. 3 lab. 4 cr.
The theory of accounting as applied to the construction, interpretation and use of financial statements; depreciation and depletion; problems of valuation and income determination related especially to current assets; distribution of profit and liquidation; and the fundamentals of manufacturing accounting.

Prereq: TB 2

TB 4 Accounting 4 3 cl. 3 lab. 4 cr.
Problems of valuation accounting and their effect upon income, including investments in securities, fixed and intangible assets and current and long-term liabilities. Analysis of financial statements through ratios; statement of funds.

Prereq: TB 3

TB 5 Advertising 3 hrs. 3 cr.
Principles of advertising and sales promotion. Medium selection, price, range, techniques, copy, layout, agencies.

TB 6 Business Law 3 hrs. 3 cr.
The principles of law involved in contracts. Case material to illustrate the application of these principles to typical problems.

TB 7 Business Mathematics 2 hrs. 2 cr.
The application of mathematics to principles and problems of interest, discounts, payrolls, taxes and insurance. Use of algebra in commercial problems.

TB 8 Finance 3 hrs. 3 cr.
Financial problems of industrial and commercial firms. Methods of financing business organizations, working capital requirements, surplus, dividend and reserve policies, and investment funds.

TB 9 Insurance 3 hrs. 3 cr.
Essentials of fire, casualty, ocean and inland marine insurance. Policy conditions, methods of rating and premium computation, loss adjustment and underwriting procedures. Duties of agent and broker, operation of the State Insurance Department and various rate-making organizations.

TB 10 Legal Office Practice 3 hrs. 3 cr.
Principles and practices in the efficient operation of a legal office including the organization, direction and control of the various activities and equipment.

Prereq: TB 13
TB 11 Marketing  2 hrs. 2 cr.
Principles, methods and problems of marketing consumer, industrial and agricultural goods. The functions of middle men and types of distribution between producer and ultimate consumer are considered as well as analysis of retail types and policies, marketing cooperation, finances, brands and trade names and pricing factors.

TB 12 Medical Office Practice  2 hrs. 2 cr.
Principles and practice in the efficient operation of a medical office including the organization, direction and control of the various activities; techniques of handling patients' problems and requests; the use of office equipment. Some consideration is also given to hospital organization. 
Prereq: TB 13

TB 13 Office Practice and Management  4 hrs. 4 cr.
The procedures and supervision of the business office. Space and equipment, layout and work flow; service functions including communication, duplicating, records, reception; operational functions including forms, filing, dispatching, cost control.

TB 14 Real Estate  3 hrs. 3 cr.
Fundamentals of real estate practice including brokerage, mortgage financing, investments, management and valuation. The organization of a brokerage office and the procedure and practice in the work of the real estate broker in small and large offices.

TB 15 Sales Force Management  3 hrs. 3 cr.
Sales training programs and techniques, the principles of allocation of sales areas, the supervision of salesmen, and the implementation of sales promotion campaigns.

TB 16 Statistics  2 cl. 2 lab. 3 cr.
Essentials of statistics and the proper presentation and analysis of statistical data, applied to such matters as overhead costs, credit policies and inventory control.
Prereq: SM 1, TB 7

TB 17 Shorthand 1  4 hrs. 3 cr.
Shorthand theory and skill to take dictation of routine business material.

TB 18 Shorthand 2  4 hrs. 3 cr.
Review of shorthand theory and application to new vocabulary. Dictation speed on more complicated business material. Typewritten transcription of letters.
Prereq: TB 17
COURSE DESCRIPTIONS

TB 20 Typing 1
Instruction and practice in the skills necessary to type at moderate speed, using correct typing form. Mastery of techniques in the preparation of letters, envelopes and carbons. Proper care and manipulation of the typewriter.

TB 21 Typing 2
Production typing with on-the-job assignments rated according to business standards. Speed development.

TB 22 Typing 3
Production typing of legal printed forms, conform copies and rough drafts. Speed development. Practice in timed writings of ten and fifteen minute length.

Prereq: TB 21

CHEMICAL TECHNOLOGY

TC 1 Physical Chemistry
Atomic concepts of matter and energy; nature of gases, liquids and solid states; thermochemistry and thermodynamics; homogeneous and heterogeneous equilibria; kinetics, electrochemistry, solution theory and colloids.

Prereq: SC 4, SC 7

TC 1 Industrial Chemistry
The practical applications of chemical industrial processes, particularly in the New York metropolitan area. Control of raw materials and finished products; the development of flow sheets for the principal products of each industry and the study of representative types of equipment used in industrial chemistry. Field trips to manufacturing plants.

Prereq: SC 4, SC 7

TC 3 Industrial Analysis
An analysis of representative products of chemical plant operation in the metropolitan area, including petroleum, food, oils and fats, pharmaceuticals and plastics. The analysis according to methods outlined by ASTM, AOAC, API, USP.

Prereq: SC 4, SC 7

TC 4 Unit Operations
Procedures used in unit operations in chemical engineering.

Prereq: SC 4, SC 7


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<tr>
<td>TE 2</td>
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The study of voltage, current, resistance, phase power and energy in linear D.C. and A.C. circuit elements and networks. The application of circuit theory to single and balanced polyphase distribution systems. An introduction to transients, complex waves, and waveshaping with linear elements.

The laboratory work includes the use of basic test instruments.

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<td>Fields and Electronics 2</td>
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A study of charged bodies and particles, electrostatic fields, magnetism, magnetic fields and magnetic circuits. The effect of fields on the motion of charged particles and a detailed study of electronic tube characteristics and circuits. Introduction to semi-conductor physics with some treatment of transistors, semi-conductor diodes, semi-conductor circuits, microwaves and magnetic amplifiers.

The laboratory work includes the use of commercial electronics laboratory techniques and instrumentation. The use of the oscilloscope as a test instrument is emphasized.

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<td>TE 5</td>
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<td>TE 6</td>
<td>Electric Machines and Power 2</td>
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The principles and application of electric power generation, transmission and conversion. The characteristics of typical motors, generators, transformers and controls. A brief introduction to servo systems, synchro construction and characteristics.

The projects to be carried out in the laboratory include the connection, starting and control of selected electric machinery. The determination of characteristics provides practice in the use of standard and specialized power instrumentation.

Coreq: TE 2

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<td>TE 7</td>
<td>Electric Product Design</td>
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Study and practice of layout and assembly of electrical and electronic equipment. The problems of spatial economy, serviceability, lead length, cross coupling, shielding and heat dissipation are some of the areas covered. The techniques of miniaturization, modular construction, printed circuits, automatic fabrication and assembly as well as conventional procedures.

The laboratory work consists of the layout, fabrication, inspection and test of some simple electronic and electric assemblies. The equipment used in the fabrication of chassis is similar to that found in industrial model shops.

Coreq: TE 2 and TE 4
TE 21 Electric Power Systems 3 cl. 3 lab. 4 cr.
A continuation of Electric Machines and Power 1 and 2 (TE 5 and TE 6).
A study of selection and design procedures for typical machinery and transformers. Power factor correction by static and synchronous condensers. Selection procedures for starting, protection and control equipment.
The laboratory work includes performance tests of machinery by industrial procedures, design, construction and test of a single phase motor and simulation of power line servicing with specialized test equipment.
Coreq: TE 6

TE 22 Electric Layout and Estimating 3 cl. 3 lab. 4 cr.
A study of the procedures used in the design and layout of electric lighting and power distribution systems. Code requirements, good practice and economics. Selection and layout of lighting fixtures to provide suitable illumination.
The laboratory work consists of the solution of selected design problems and visits to typical power installations.
Prereq: TE 6

TE 23 TV and Radar 3 cl. 3 lab. 4 cr.
The basic principles of typical television and radar systems. Generation, transmission, reception and display equipment of conventional types.
The laboratory work consists of the testing and trouble-shooting of monochrome and color television and a small radar installation.
Prereq: TE 2 and TE 4; coreq: TE 24

TE 24 Pulse and Digital Circuits 3 cl. 3 lab. 4 cr.
Typical circuits used in the generation and control of nonsinusoidal waveshapes and their application to timing, telemetering, cathode ray displays, television and computers.
The laboratory work includes the assembly and testing of typical circuits. The universal application of the wide band oscilloscope as a test instrument is stressed.
Prereq: TE 2 and TE 4

TE 25 Computers 3 cl. 3 lab. 4 cr.
The principles of simple analogue and digital computers and their capabilities. Typical electronic and electromechanical arrangements. An introduction to the theory of electrical analogues and to Boolean algebra.
The laboratory work consists of the programming, setting up and testing of some elementary analogue and digital computers.
Prereq: TE 2 and TE 4; coreq: TE 24
ELECTRICAL TECHNOLOGY

TE 26 Servo Systems 3 cl. 3 lab. 4 cr.
Simple feedback control systems utilizing electrical, mechanical and hydraulic elements. The theory of operation and characteristics of typical components. Stability and performance criteria are applied to simple servo systems, after an introduction to transfer functions.

The laboratory work consists of the set-up and test of several simple servo systems. Industrial caliber electrical, mechanical and hydraulic servo breadboard components are utilized.
Prereq: TE 2 and TE 4

TE 27 Semi- Conductors 3 cl. 3 lab. 4 cr.
Semi-conductor physics and its application to diodes and transistors as an introduction to their characteristics. Simple semi-conductor circuits.

The laboratory work consists of the synthesis, assembly and test of semi-conductor circuits. Examples from the audio, R. F. and computer fields.

TE 28 FM and Microwaves 3 cl. 3 lab. 4 cr.
The theory of frequency and phase modulation and circuits.
Transmission line theory and its application to microwaves. Coaxial lines, waveguides, cavity resonators, magnetrons, klystrons, travelling wave tubes, filters, stubs and antennas.

The laboratory work includes the test of FM and microwave circuits.
Prereq: TE 2 and TE 4

TE 29 Electronic Manufacturing Techniques 3 cl. 3 lab. 4 cr.
The latest techniques in the manufacturing of electronic components and assemblies. Printed circuits, modules, automatic insertion, component board layout and miniaturization.

The laboratory work consists of the application of modern electronic manufacturing techniques to simple problems. Visits to manufacturing installations.
Prereq : TE 7

TE 31 Electrical Technology 1 2 cl. 2 lab. 3 cr.
TE 32 Electrical Technology 2 2 cl. 2 lab. 3 cr.
(For Mechanical Technology students)

A study of D.C. Circuits, A.C. Circuits and electric machinery, with a brief introduction to electronics. The application of electrical principles to the measurement, control and operation of mechanical systems is stressed.

The laboratory work consists of testing of simple circuits and machinery.

TE 33 Electronics 3 cl. 3 lab. 4 cr.
(For Mechanical Technology students)
The principles of electronics and electronic circuits. Applications to mechanical technology, such as power rectifiers and motor controllers.

The laboratory work includes tests of electronic circuits and electromagnetic systems.
Prereq: TE 32

56 : BRONX COMMUNITY COLLEGE
MECHANICAL TECHNOLOGY

TM 1, 2 Engineering Graphics 1, 2 2 cl. 4 lab. 3 cr. each
An integrated study of descriptive geometry and drafting to develop the ability to present complex three-dimensional data and solve problems in drawing form.

The principles of classical drafting and an introduction to simplified methods. A.S.A. standards are emphasized.

Freehand sketching, technical illustrating, rendering and the preparation of charts and graphs.

In the laboratory, the student practices all types of drafting work with techniques and materials typical of industrial drafting rooms. Prints are made of plates to demonstrate the importance of good line work. Many specialized drafting tools are used such as the drafting machine, perspective machine, ellipsograph, pantograph, planimeter, lettering guide and air brush.

TM 3 Engineering Materials and Processes 1 cl. 4 lab. 2 cr.
A study of the basic engineering materials, their sources, methods of refining and characteristics.

The basic techniques used in the fabrication and assembly of mechanical products. Processes included are machining, casting, forging, welding, shearing, punching, drawing, extruding, heat treating, woodworking, molding and forming of plastics, and finishing.

The laboratory work includes practice with hand tools and selected machine tools of industrial caliber.

TM 4, 5 Mechanical Product Design 1, 2 1 cl. 4 lab. 2 cr. each
A study of industrial fabricating and measuring techniques, including quantitative as well as qualitative aspects. The relationship between the design of the product and the anticipated method of fabrication. Precision layout, measuring and gauging procedures.

The laboratory work includes practice with hand and machine tools of industrial caliber.

Prereq: TM 3

TM 6 Strength of Materials 3 cl. 3 lab. 4 cr.
A study of the relationship between externally applied forces and internally induced stresses in various types of structural members and parts.

Some topics included are tension compression, shear, combined stress, torsion, bending moment, stresses in beams and joints, deflection of beams, thin shells, flat plates and columns.

The laboratory work consists of many destructive and non-destructive tests of materials, using equipment of industrial caliber.

Prereq: SP 3, SM 2
TM 11 Machine Design 3 cl. 3 lab. 4 cr.
A study of the principles used to design typical machine members. Consideration of strength, rigidity, wear, impact, kinematics, stress concentration, fatigue, fits, tolerances, friction and lubrication.
The laboratory work consists of the solution of simple design problems and the presentation of the results graphically in assembly and detail form.
Prereq: TM 2; coreq: TM 5

TM 12 Thermodynamics and Heat Transfer 3 cl. 3 lab. 4 cr.
A study of the basic concepts of energy and energy interchanges. The steam generator, internal combustion engine, refrigerator, air compressor, turbine, hot water heater and home insulation are some of the familiar examples discussed.
The laboratory work includes the testing of systems operating by thermodynamic cycles and heat transfer.
Prereq: SM 2

TM 13 Metallurgy 3 cl. 3 lab. 4 cr.
An introduction to principles of physical metallurgy. Crystal structure, theory of alloys and phase diagrams. The relationship between the composition, the thermal and mechanical history, the grain structure and the properties of common alloys.
The laboratory work is designed to familiarize the student with standard metallurgical procedures. The strength and hardness of specimens are tested to confirm the predictions of metallurgical analysis.

TM 14 Production Planning 3 cl. 3 lab. 4 cr.
An introduction to the basic concepts of production control systems, time study, plant layout, inventory control methods and evaluation procedures.
The laboratory work includes the analysis and solution of simple problems in the above categories.
Prereq: TM 2

TM 21 Advanced Machine Design 3 cl. 3 lab. 4 cr.
A continuation and elaboration of TM 11 (Machine Design), with an emphasis on synthesis. The use of judgment in non-critical applications is considered.
The laboratory work consists of several complete design projects of comprehensive caliber. The results are presented in assembly and detail drawings.
Prereq: TM 11
MECHANICAL TECHNOLOGY

TM 22 Tool Design 3 cl. 3 lab. 4 cr.

The design principles and factors useful for determining the most suitable type. Subjects included are drill jigs, milling fixtures, special cutting tools and dies for blanking, drawing, piercing and bending.

The laboratory work is divided between the drafting room where some simple designs are made and the machine tool laboratory where some of the fabrication procedures used in manufacturing and testing tools and dies are discussed, demonstrated and practiced.

Prereq: TM 11; coreq: TM 21

TM 23 Refrigeration and Air Conditioning 3 cl. 3 lab. 4 cr.

The theory of operation is studied, including such basic components as condensing units, expansion valves, evaporators, blowers, ducts and controls. Commercially used design and estimating procedures.

The laboratory work includes performance tests of refrigeration systems and air conditioners. Use of industrial devices such as electronic leak detectors, recording thermocouple potentiometers and air flow indicators.

Prereq: TM 12

TM 24 Heating and Ventilating 3 cl. 3 lab. 4 cr.

A study of the commercially used design and estimating procedures in the selection and installation of domestic and industrial heaters and ventilators.

The laboratory work includes fuel and flue gas analysis, tests of steam generators, hot water heaters, blowers, ducts and insulation. Industrial caliber chemical and electronic flue gas analyzers, air flow meters and devices for temperature measurement and recording are used.

Prereq: TM 12

TM 25 Industrial Management 3 cl. 3 lab. 4 cr.

A study of the overall operation of typical industrial manufacturing and processing plants. The organization and interrelationships of the various units with emphasis on those levels at which the community college graduate will probably function.

Foremanship, production job sheets, inventory control, and purchasing.

The laboratory work includes the establishment and the simulated operation of simple management and production systems.

Prereq: TM 14

COURSE DESCRIPTIONS : 59
MECHANICAL TECHNOLOGY

TM 26 Industrial Plant Planning
3 cl. 3 lab. 4 cr.
The application of the principles of production planning and industrial management to the design and layout of manufacturing processes. The economical choice of equipment for fabricating and materials handling. Location and mode of operation. The relationship of a plant to its neighborhood and transportation facilities.
The laboratory work involves the design and layout of several small manufacturing plants.
Prereq: TM 14

TM 27 Instrumentation and Control Systems
3 cl. 3 lab. 4 cr.
A study of instruments used to sense, measure and control automatic or semi-automatic processes. The operation and application of typical transducers and control systems. A brief introduction to the principles of servo systems.
The laboratory work includes the selection, installation, operation, test and maintenance of industrial instruments, recorders and control systems.
Some examples are liquid level controls, photoelectric inspection, flow metering, safety controls for fire, radiation and other hazards, and telemetering applications.
Coreq: TE 33

TM 31 Mechanical Technology 1
2 hrs. 2 cr.
TM 32 Mechanical Technology 2
2 cl. 3 lab. 3 cr.
(For Electrical Technology students)
A survey of the field of mechanical technology including mechanics, strength of materials, kinematics, machine design, thermodynamics and heat transfer, with greater emphasis on those topics which are of special interest to Electrical Technology students, such as electrical heating, small mechanisms and gearing.
The laboratory work includes the operation and test of selected materials and equipment in the strength of materials and the thermodynamics laboratories.

MEDICAL LABORATORY TECHNOLOGY

TD 1, 2 Electric Machines in Medicine 1, 2
3 hrs. 3 cr. each
Instruction in the operation of machines like the electrocardiograph, electroencephalograph, fluoroscope, X-Ray and photoelectric colorimeters. Field visits to local clinics, hospitals and laboratories.

(For other courses in MEDICAL LABORATORY TECHNOLOGY, see BIOLOGY on page 47 and CHEMISTRY on page 48.)
GIFTS TO THE COLLEGE

GIFTS TO THE COLLEGE SCHOLARSHIP FUND

Although the City and State of New York contribute generously to the support of the Bronx Community College, there are certain needs for which the City and State do not provide. These can be met only by gifts of public spirited citizens. The Bronx Community College is building a scholarship fund to help qualified and deserving young people to obtain a college education.

The tuition at the college is two hundred and fifty dollars a year. Other expenses, including laboratory and student activities fees, books and personal needs, amount to about one hundred dollars a year. These costs may stand between a student and a college education.

Gifts can be made by individuals or by fraternal, labor, management, social or religious organizations in the form of full or partial scholarships, cash contributions, bequests, income from endowments, or in honor or memory of someone. Such gifts to the college will insure a college education to many fine young people who otherwise might be denied an opportunity for higher education.

Many forms of contribution are available to those willing and able to play a part in building the Bronx Community College Scholarship Fund. There are allowable tax deductions for donors.

For further information, please consult Mr. Arthur H. Kahn, Counsel to the Board of Higher Education, or your own attorney, or the Office of the President of the College, or the Chairman, Scholarship and Student Aid Committee.

SUGGESTED FORM FOR GIFT

I give and bequeath to the Board of Higher Education of the City of New York, a corporation existing under and by virtue of the Education Law of the State of New York, as Trustee for the Bronx Community College, the sum of .................................. dollars (or otherwise describe the gift) to be known as the .................................. Fund, principal and income (or the net income) of said fund to be used for (state purpose) or as the President of the College and the Board of Higher Education may determine.

Chemicolloid Laboratories Inc. of Garden City, L. I. have made a gift to the college of a Charlotte colloid mill for use in chemistry and chemical technology.
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Correspondence is more satisfactory and reliable than telephoned requests for information.
Address inquiries to:

BRONX COMMUNITY COLLEGE
120 East 184 Street
Bronx 68, N. Y.

For specific information, write to the President or to:

Admissions and Registration:
Mr. JOHN E. D'ANDREA, Registrar

Athletics, Extra-Curricular and Student Affairs:
Professor DANIEL S. McGRATH, Jr.
Chairman, Committee on Student Affairs

Business Affairs:
Mr. JOSEPH BERMAN
Fiscal Officer

Community and Public Relations:
Dr. ABRAHAM TAUBER, Dean

Curriculum and Departmental Information:
Head of the Department (See Faculty Roster, Page 5)

Evening Session — Admissions, Courses, Registration:
Dr. SIDNEY SILVERMAN
Director, Evening Session

Guidance:
Dr. MARGARET MULLIN
Head of the Department of Guidance

Record Evaluation, Transfer of Credits:
Dr. ABRAHAM TAUBER, Dean
Chairman, Committee on Course and Standing

Scholarship Aid and Loans:
Dr. HENRY F. WHITE
Chairman, Committee on Scholarships and Student Aid

COLLEGE OFFICE DIRECTORY

Office of the President
Dr. MORRIS MEISTER
Room 109

Office of the Dean
Dr. ABRAHAM TAUBER
Room 109A

Office of the Evening Session
Dr. SIDNEY SILVERMAN, Director
Room 104

Office of the Registrar
Mr. JOHN E. D'ANDREA
Room 110

Business Office
Mr. JOSEPH BERMAN, Fiscal Officer
Room 112

All visitors to the college building will please register in one of the above offices before they go above the main floor.
Our first catalogue was issued in January, 1959 to inform student guidance officers, school administrators, educators, public officials and the community at large about the Bronx Community College. This supplementary Handbook of Information for Students is now needed to announce the many significant additions to our program.

Among the developments reflecting the growth of our College are:

1. the establishment of an Evening Session, to open in September, 1959
2. curriculum enrichment, including a pre-pharmacy "track" in Chemical Technology, several specializations in Business Technology, and new elective courses in various areas
3. a planned Demonstration Center for the New York State Associate Degree Nursing Project, to open in September, 1960, aided by the Kellogg Foundation
4. a second grant from the Fund for the Advancement of Education for the development of a program of pre-college upgrading studies for selected students, to begin in September, 1959
5. a four-fold increase in our full-time faculty.

The Catalogue contains certain materials not reprinted in this Handbook because of lack of space, such as: individual course descriptions; photographs of the college facilities and activities; a brief history of the college and of the State University of New York; the names of members of our Bronx Community College Advisory Committee; and a list of scholarship offerings and gifts to the college.

Our college continues to thrive because of the leadership shown by the Board of Higher Education and its chairman, Hon. Gustave G. Rosenberg; and because of the dynamic efforts of the Bronx Community College Committee of the Board, headed by the Hon. Ruth S. Shoup. The two-million dollar modernization and re-equipment program is well under way, due to the warm support of the Trustees of the State University of New York and to the guidance of the Executive Dean for Community Colleges, Dr. Lawrence L. Jarvie.

We have dedicated ourselves to helping students to become all they are capable of being. To that end, we trust this Handbook will be of assistance.

September 1, 1959

MORRIS MEISTER, President

SPONSORSHIP AND ACCREDITATION

The Bronx Community College is administered by the Board of Higher Education of the City of New York, acting as a Board of Trustees, under the program of the State University of New York.

The State University of New York has been granted accreditation by the Middle States Association of Colleges and Secondary Schools.

The Bronx Community College is a member of the Council of Higher Educational Institutions in New York City.

DEGREES OFFERED

The Bronx Community College has been authorized by the Board of Regents of the State of New York to award the degrees of Associate in Arts (A. A.) in the transfer program and Associate in Applied Science (A. A. S.) in the technology programs to qualified graduates who satisfactorily complete all the requirements of their respective curriculums.
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<td>Mechanical Technology</td>
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<td>44</td>
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BRONX COMMUNITY COLLEGE 1
ACADEMIC CALENDAR

Fall Semester, 1959-1960

September 10, 11
14 through 18
September 14
(6:15 P.M. - 9:00 P.M.)
Thurs., Fri.,
Mon. - Fri.
Monday

September 15, 16, 17
(6:15 P.M. - 9:00 P.M.)
Tues., Wed.,
Thurs.

September 21
Monday

September 21-24
(6:15 P.M. - 9:00 P.M.)
Mon. - Thurs.

October 12
Monday

November 3
Tuesday

November 11
Wednesday

November 26-29
Thurs. - Sun.

December 1
Tuesday

1960

January 4, 1960
Monday

Jan. 11 - 15
Monday - Friday

Jan. 18 - 26
Mon. - Tues.

Spring Semester, 1960

February 1 - 5
Monday - Friday

February 1
(6:15 P.M. - 9:00 P.M.)
Monday

February 2, 3, 4
(6:15 P.M. - 9:00 P.M.)
Tues., Wed.,
Thurs.

February 8
Monday

February 8 - 11
(6:15 P.M. - 9:00 P.M.)
Mon. - Thurs.

February 12
Friday

February 22
Monday

April 11 - 17
Mon. - Sun.

April 15
Friday

April 18
Monday

May 23 - 27
Monday - Friday

May 31 - June 8
Tues. - Wed.

Day Session - Orientation,
Guidance and Registration

Evening Session - Guidance
and Registration for Matriculants and Pre-Matriculants

Evening Session - Guidance &
Registration for All Students

Classes begin - Day and
Evening Sessions

Evening Session - Late Regis-
tration

Columbus Day - No Classes

Election Day - No Classes

Veterans Day - No Classes

Thanksgiving Recess

Last day for filing applica-
tions for admission to Day
Session for Spring Semester, 1960

Winter Recess - No Classes
(Library open on special
schedule)

Classes Resume

Last Week of Classes

Final Examinations

2 BRONX COMMUNITY COLLEGE
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CITY OF NEW YORK

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Board of Higher Education
535 East 80th Street
New York 21, N. Y.

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Pawling

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Associate Executive Dean for Institutes and Community Colleges
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New York University

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M. A., Ph. D. Columbia University

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B. A., M. A. Columbia University

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M. A. Columbia University
Ph. D. New York University

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B. S. E. E., M. S. E. E. University of Michigan
P. E. State of New York

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M. A. Villanova University
Ph. D. Fordham University

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Professor and Head of Department of Business Technology

Associate Professor of Social Studies and Acting Head of Department of Social Studies

Professor and Head of Department of Health Education

Professor and Head of Guidance Department

Professor and Head of Department of Electrical and Mechanical Technology

Professor and Head of Department of English and Speech

Professor and Head of Department of Medical Laboratory Technology

BRONX COMMUNITY COLLEGE
FACULTY

ALLENTUCK, MARCIA
B. A. New York University

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B. A. Rockford College
Ph. D. Charles IV University, Prague

BECKSON, KARL E.
B. A. University of Arizona
M.A., Ph. D. Columbia University

BLASCHKE, LILLIAN
B. S. Queens College
M. A. Columbia University

BUCKLEY, JUNE M.
B. S. University of Rochester

CARLAN, LEWIS B.
B. S. City College of New York
B. E. E. Polytechnic Institute of Brooklyn

CARPENTER, CHARLES W.
B. A. Cornell University
M. A. University of Southern California

CAZIER, STANFORD O.
B. S., M. A. University of Utah

DubIN, KAREN V. L.
B. A. Parsons College
M. A. University of Michigan
M. A. University of Chicago

FELDER, JOAN
B. A. Barnard College

FINNEGAN, THOMAS J.
B. S. Le Moyne College

FURST, JOHN M.
B. S. St. John's University
M. S. Columbia University

KNEPPER, ALVIN D.
B. A. Ursinus College
M.A., Ph. D. New York University

KREY, ISABELLE
B. A. Hunter College
M. A. New York University

KROOP, JACK
B. S. City College of New York
M. S. Columbia University
B. Ch. E. Cooper Union

LIPSEY, SALLY I.
B. A. Hunter College
M. A. University of Wisconsin

McLAUGHLIN, NEIL
B. E. E. City College of New York
M. E. E. New York University

MICHMAN, RONALD
B. S., M. A. New York University

NEWMAN, BERNARD
B. B. A. City College of New York
M. A. Columbia University

Instructor of English and Speech
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Instructor of English and Speech
Instructor of Biology
Instructor of Chemistry
Assistant Professor of Electrical Technology
Assistant Professor of Modern Languages
Instructor of Social Studies
Instructor of English and Speech
Instructor of Biology
Instructor of Mathematics
Assistant Professor of Social Studies
Assistant Professor of Business Technology
Assistant Professor of Mathematics
Assistant Professor of Electrical Technology
Instructor of Business Technology
Instructor of Business Technology
FACULTY

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M. S. Polytechnic Institute of Brooklyn

POMERANZ, KALMAN B.
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PRESTWIDGE, KATHLEEN JOYCE
B. A. Hunter College
M. A. Brooklyn College

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M. A. Columbia University

RODZIANKO, OLEG
B. S. M. E. Cooper Union

ROSENSTOCK, MORTON
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M. A., M. S. Columbia University

RUDIN, SEYMOUR
B. A., M. S. in Ed. City College of New York
Ph. D. Cornell University

SACHER, DAVID
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SCHAUMBERGER, NORMAN
B. S., M. A. City College of New York
M. A. Brooklyn College

SEGEL, JACOB YONNY
B. S. S., M. S. in Ed. City College of New York

SEID, ROBERT
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M. I. E. New York University

SONNENSCHEIN, NORMAN
B. A., M. S., Ph. D. New York University

SPAULDING, THELMA C.
B. A. Talledega College
M. A. Columbia University

STEIN, HERMAN
B. S. City College of New York
M. A. Brooklyn College

STEUFERMAN, MICHAEL
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M. A. Columbia University

STRINGHAM, MARIAN C.
B. A. Hunter College

SYPHER, SALLIE S.
B. A. Mount Holyoke College

TAKEI, KAZUYE
B. A., M. Ed. University of Washington

Associate Professor of Mathematics and Physics

Instructor of Physics

Instructor of Medical Laboratory Technology

Instructor of English and Speech

Assistant Professor of Mechanical Technology

Assistant Professor of Social Studies and Librarian

Assistant Professor of English and Speech

Instructor of Physics

Assistant Professor of Mathematics

Assistant Professor of Mechanical Technology

Assistant Professor of Medical Laboratory Technology

Assistant Professor of English and Speech

Instructor of Chemistry

Instructor of Health Education

Instructor of Health Education

Instructor of Social Studies

Assistant Professor of Business Technology
STAFF

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1. Admissions
   Professor Manuel Stillerman,
   Chairman

2. Course and Standing
   Dean Abraham Tauber, Chairman

3. Scholarships and Student Aid
   Professor Henry F. White, Chairman

4. Student Affairs
   Professor Daniel S. McGrath, Jr.,
   Chairman

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BERGER, DOROTHY W.

BIERMAN, AMY

CHEIKES, ANN

DE VITO, ANNA M.

GRABKOWICZ, LOUISE

HARRIS, CONCHA

HAYWARD, JACQUELYN

JACOBS, ODESSA T.

MELLAN, ELEANOR

SEXTON, EILEEN

USCINOWSKI, JOHN

WESTON, ELSA

Technical Assistant, Dept. of Chemistry
Stenographer, Dean's Office
Secretary to the President
Stenographer, Business Office
Stenographer, Registrar's Office
Account Clerk, Business Office
Telephone Operator
Typist, Registrar's Office
Stenographer, Dean's Office
Assistant Librarian
Clerk, Registrar's Office
Technical Assistant, Department of Electrical and Mechanical Technology
Typist, Office of the President

CUSTODIAL STAFF

WILLIAM LUDWIG

BESTERIO, MANUEL

CAVAUGH, REA

JACOBY, PETER H.

MANNING, ELsie

MATTHEWS, ARTHUR

SACCOCIO, AUGUSTO

SMITH, FRANK

VAN BOMEL, CLARENCE

Foreman
Fireman
Cleaner
Elevator Operator
Cleaner
Elevator Operator
Cleaner
Cleaner
Repairman
PROGRAMS OFFERED BY THE COLLEGE

The Bronx Community College, a two-year coeducational institution of higher learning, offers transfer and technology programs, described below:

(1) TRANSFER PROGRAM

The transfer program is intended generally for those students who plan to continue their studies at a four-year college of liberal arts and sciences, engineering, business or education. Qualified graduates of the Bronx Community College transfer program earn an A.A. (Associate in Arts degree). They will be admitted to the third year of a four-year New York City municipal or other college with full credit for the satisfactory completion of two years of study in the liberal arts and sciences program.

In order to be admitted to the study of engineering in the third year of the School of Technology at the City College, students are required to maintain an average of grade C in their courses in Chemistry, Engineering Graphics, Mathematics and Physics, in Curriculum B of the Liberal Arts and Science (Transfer) program.

Students who plan to continue their education beyond the community college will confer with a representative of the Guidance Department early in their academic careers and communicate with four-year colleges directly to investigate standards and procedures of admission.

In general, the administrators of four-year colleges prefer that students complete their two years of study at the Bronx Community College before transfer.

The curriculum in Liberal Arts and Science is described on pages 24 to 27.

(2) TECHNOLOGY PROGRAMS

The technology programs, sometimes known as terminal, enable a student to complete his higher education in two years, if he is so inclined. Graduates receive an A. A. S. (Associate in Applied Science Degree).

The programs in Business, Chemical, Electrical, Mechanical and Medical Laboratory Technology combine career preparation with firm grounding in general education. The student is prepared with highly developed skills to enter the world of work as a competent technician, sub-professional or executive assistant. (See pages 28 to 38.)

The program in Chemical Technology includes a variant curriculum designed so that graduates may transfer to the third year of the five-year pharmacy program at Columbia, Fordham or St. John's University. (See pages 28-29.)

The Nursing program, to be offered beginning September, 1960, will enable the student to qualify for the New York State examination for the license as Registered Nurse (R. N.), after two years of study, including one summer session, and simultaneously earn the A. A. S. degree. (See page 23.)

Some four-year institutions of higher learning will admit graduates of the technology programs, granting varying amounts of credit for work performed at the Bronx Community College.
ADMISSIONS PROCEDURE

1. Applications for admission and Guidance-Placement Questionnaires may be obtained at New York City secondary schools or by writing to the Office of the Registrar.

2. The applicant should complete his section of the application form, and then submit it to the Guidance or College Clerk of his high school, who returns the application and transcript of record directly to the Office of the Registrar.

3. All applicants should send the Guidance-Placement Questionnaire and the three-dollar fee for the Placement Test directly to the Office of the Registrar as early as possible.

   The official closing dates for receipt of applications, questionnaires and fee for the Placement Test are:

   December 1, 1959 for admission to the February, 1960 class
   April 15, 1960 for admission to the September, 1960 class.

   Applications received after closing dates will be considered only if space is still available.

4. Students applying for admission to a four-year New York City municipal college, who apply to the Bronx Community College as well, should send the Guidance-Placement Questionnaire and Placement examination fee to the Bronx Community College to reserve a place. It is not necessary to file a duplicate application.

   Such applicants to four-year municipal colleges should list the Bronx Community College as an alternative choice. They must request in writing that the four-year college office forward their records to the Bronx Community College if they wish to complete their application. Conversely, students who so desire must request in writing that the Registrar of the Bronx Community College send their application to a municipal college.

5. Applicants applying on the basis of New York State Equivalency Diplomas should submit copies of the diploma and test scores along with any high school or college records accrued.

6. Applicants who have previously attended any other college or university must report that fact in their applications and have that college or university forward directly to the Office of the Registrar an official transcript of their work. Even if attendance at such a college was for a short time and no grades were recorded, a certificate of honorable dismissal is required.

7. All students accepted for admission will be required to submit a medical examination report on a form provided by the college.

8. Applicants may be asked to supply a certificate of residence before registration to qualify for reduced tuition fees.

9. All fees must be paid in full at time of registration, unless a special arrangement has been previously made with the Fiscal Office.

10. One application will suffice for both Day and Evening Sessions. Notify the Registrar in writing to transfer your application from one office to the other, if desired.

   N. B. Candidates for admission are asked not to telephone about the status of their applications. Notification will be sent by mail as soon as action is taken.

10 BRONX COMMUNITY COLLEGE
ADMISSION TO THE COLLEGE

ADMISSIONS REQUIREMENTS
Day and Evening Session Degree Programs

(For special provisions applying to the Evening Session, see Page 20.)

The educational opportunity represented by admission to the college is open to all qualified students. In the spirit of American democracy, exemplified by the administration of New York City's municipal college system and the State University of New York, academic achievement and potential are the sole criteria by which students are judged by the Committee on Admissions.

The following are the basic requirements:

1. Graduation from an accredited four-year high school, or presentation of a New York State Equivalency Diploma and satisfactory evidence of ability to perform creditably in the college course of studies, as shown by the high school record, performance on admissions and placement tests, statements of references, previous college experience, and an interview, if arranged.

2. Adequate academic preparation for the selected collegiate program, evidenced by the satisfactory completion of the required minimum 16 high school units, distributed as follows:

<table>
<thead>
<tr>
<th>TRANSFER PROGRAM Preparation for:</th>
<th>TECHNOLOGY PROGRAM Preparation for:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Liberal Arts and Science?</td>
<td>Engineering College†</td>
</tr>
<tr>
<td>English</td>
<td>4</td>
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<tr>
<td>American History</td>
<td>1</td>
</tr>
<tr>
<td>Mathematics</td>
<td>2½</td>
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<tr>
<td>Plane Geom.</td>
<td>3</td>
</tr>
<tr>
<td>Elem. Alg. 1</td>
<td>4</td>
</tr>
<tr>
<td>Int. Alg. ½</td>
<td>1†</td>
</tr>
<tr>
<td>Foreign Language</td>
<td>3*</td>
</tr>
<tr>
<td>Science</td>
<td>1***</td>
</tr>
<tr>
<td>Electives (of suitable academic quality and character)</td>
<td>4½</td>
</tr>
<tr>
<td></td>
<td>16</td>
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</tbody>
</table>

†For students who wish to transfer to a four-year college of liberal arts and science, business or education.

‡For students who wish to transfer to an engineering college or the City College School of Technology.

*Two years may be acceptable for admission, on condition that the extra year be made up.

**Two years may be acceptable for admission, if the student shows substantial ability and potential on the Bronx Community College Placement Test.

***The science unit may include General Science, Biology, Chemistry, Physics, Earth Science, Physiography or Physiology.

†Two units of foreign language are required for admission to the City College School of Technology.

BRONX COMMUNITY COLLEGE 11
ADMISSION TO THE COLLEGE

3. Certification of good health and physical ability to meet the requirements of the program.
4. Evidence of good citizenship and moral character.
5. Submission of application, credentials, results of admission and placement tests and fees before closing dates.
6. A certificate of residence, when required.

ADMISSIONS AND PLACEMENT TESTS

All applicants for admission to any program or curriculum leading to a degree are required to take the Bronx Community College Placement Examination. The three-dollar fee for this examination, in the form of a check or money order made out to the Bronx Community College, should be sent directly by the applicant to the College with the Guidance-Placement Questionnaire. Candidates will be notified when and where to appear for the test.

Applicants to the Transfer Programs (Liberal Arts and Science)

In addition to the above test, all candidates for admission to the transfer program are required to take the College Entrance Examination Board-Scholastic Aptitude Test (CEEB-SAT).

Application for the CEEB-SAT should be made directly to the College Entrance Examination Board, Box 592, Princeton, N. J., or through the candidate's high school. The candidate should designate the Bronx Community College as the choice to which to send his scores. Since application must be made for this examination at least four weeks before the examination date, candidates are advised to apply early.

Candidates for September admission are advised to take the CEEB-SAT the previous December; for February admission, the previous May. However, results of tests taken at other times may be considered, if the results reach our Committee on Admissions in time for evaluation with the candidate's application and other materials.

Applicants to the Technology Programs

Some candidates for admission to the technology programs would be well advised to take the College Entrance Examination Board Tests, if they are considering a transfer program ultimately.

Applicants for the Associate Degree Nursing Program must score satisfactorily in the National League for Nursing, Pre-Nursing and Guidance Examination.

AWARD OF DEGREES

A student must achieve an overall average of C to earn a degree at the Bronx Community College, and must be recommended by the faculty to the President.
GUIDANCE PROGRAM

The counseling and guidance services of the college are available to all students for help with immediate and long range educational and vocational problems.

The varied program of the Bronx Community College provides an exploratory first semester of related basic courses to afford an opportunity for students to appraise their interests and abilities in the light of the requirements of the different curriculums and to determine the appropriateness of their chosen field of study.

Students may apply for a change in curriculum when experience warrants such consideration.

ADMISSION WITH ADVANCED STANDING

Applications for admission with advanced standing based on transfer credits from other institutions of collegiate rank will be considered. In such cases, applicants may be required to furnish a catalogue of the college previously attended, indicating the courses for which credit is desired. Courses must be qualitatively and quantitatively approved by the Bronx Community College Committee on Course and Standing to receive transfer credit.

In general, only courses passed with a minimum grade of C will receive consideration. However, courses taken in other colleges under the jurisdiction of the Board of Higher Education will be given the same consideration as those taken at the Bronx Community College.

A minimum of at least one full year of attendance at the Bronx Community College is required to earn a degree.

ADMISSIONS WITH CONDITIONS OR ON PROBATION

Applicants for admission whose secondary school records indicate a deficiency of required units may be accepted conditionally for admission. Such deficiencies must be removed within the time specified by the Committee on Admissions.

Students whose records or placement test results are lacking in evidence of high achievement may be admitted on probation, with curtailed program at the outset.

(Veterans, Pre-Matriculant status in the Evening Session on Page 21.)

VETERANS

The college is approved by the Veterans Administration for the enrollment of veterans.

Veterans who wish to enroll at the Bronx Community College are advised that they must pay all fees at the time of registration, since fiscal benefits are paid directly to veterans.

Application for educational training should be made directly to the Veterans Administration, after conferring with the Registrar or the Director of the Evening Session.
FEES - Day Session
(For Evening Session, see Page 20.)

The tuition fee is $150 per semester* for all students who at the time of registration have been legal residents of the State of New York for at least one year and of the City of New York or of any County in the State for at least six months.

Residents of a county in the State of New York other than New York City, to qualify for the reduced tuition fee of $150 per semester, must supply at registration time a certificate of proof of residence of six months in their county, signed by the County Fiscal Officer. (The form for a certificate of proof of residence will be mailed with notice of registration.)

All other students pay a tuition fee of $300 per semester.

These low fees are possible because this is a publicly supported college where all of the capital costs and more than two-thirds of the operating expenses are carried by the people of the City of New York and other State of New York.

All fees must be paid at registration time, unless special arrangements have been made in advance.

*Effective February 1, 1960.

INCIDENTAL FEES AND ESTIMATED COSTS

<table>
<thead>
<tr>
<th>Service</th>
<th>Amount</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>Guidance-Placement Test</td>
<td>$3</td>
<td>Applicants send this fee with their Guidance-Placement questionnaires.</td>
</tr>
<tr>
<td>Student Activities</td>
<td>$10/sem.</td>
<td>This fee helps to support non-curricular activities, including athletic teams, clubs, publications.</td>
</tr>
<tr>
<td>Laboratory</td>
<td>$5/cours.</td>
<td>For materials supplied to the college.</td>
</tr>
<tr>
<td>Breakage</td>
<td>$5/sem.</td>
<td>Deposit, balance returnable at end of semester.</td>
</tr>
<tr>
<td>Locker Assignment</td>
<td></td>
<td>Students receive official assignment of locker space, and may use the official lock, available at the student store.</td>
</tr>
<tr>
<td>Late Registration</td>
<td>$2</td>
<td>For late registrants only. For each duplicate copy of the Registrar's receipt, report card, grades, etc.</td>
</tr>
<tr>
<td>Transcript</td>
<td>$1</td>
<td>Additional transcripts.</td>
</tr>
</tbody>
</table>

(Booklets, instruments and tools as required for individual courses)

A student is required to pay the cost of repair or replacement of school equipment destroyed or damaged by him.

REFUNDS

In general, no refunds of fees will be made in the event of the student's withdrawal from the College or from individual courses, except as provided in regulations of the Board of Higher Education for emergency or extenuating circumstances.
ACADEMIC GRADING

SYSTEM OF GRADING

The student receives a letter grade in each course at the end of the semester in accordance with the following scale:

<table>
<thead>
<tr>
<th>Grade</th>
<th>Percentage Equivalent</th>
<th>Level of Achievement</th>
<th>Scholastic Index</th>
</tr>
</thead>
<tbody>
<tr>
<td>A</td>
<td>90-100</td>
<td>Excellent</td>
<td>4.0</td>
</tr>
<tr>
<td>B</td>
<td>80-89</td>
<td>Superior</td>
<td>3.0</td>
</tr>
<tr>
<td>C</td>
<td>70-79</td>
<td>Fair</td>
<td>2.0</td>
</tr>
<tr>
<td>D</td>
<td>60-69</td>
<td>Poor</td>
<td>1.0</td>
</tr>
<tr>
<td>E*</td>
<td>55-59</td>
<td>Doubtful</td>
<td>0.0</td>
</tr>
<tr>
<td>F</td>
<td>0-54</td>
<td>Failure</td>
<td>0.0</td>
</tr>
</tbody>
</table>

* Conditional status. Student is given a special examination during the succeeding term to resolve the doubt about his status. If he succeeds in this make-up opportunity, the grade he receives is a D; if he fails, the grade is F.

G—Equivalent of F, student dropped for unsatisfactory scholarship.
H—Equivalent of F, student dropped for unsatisfactory attendance.
J—Student permitted to resign from course, without penalty.
K—Assigned at the discretion of the instructor to a student whose work has been satisfactory but who was absent from the final examination. The student should submit to the Committee on Course and Standing evidence of his physical inability to attend the final examination and may apply for a re-examination, to be given by the respective department at its earliest convenience, without grade penalty to the student.
L—Assigned at the discretion of the instructor to a student whose work has been satisfactory, but remains incomplete. The student has an opportunity to complete the work by a definite date. The final grade may involve penalty for failure to complete the original assignment promptly.
E, K and L become F, unless a passing grade is substituted by the instructor as a result of successful completion of the examination or of the work in the course, within the time stipulated.

SCHOLASTIC STANDARDS

The College requires that a student maintain a C average each semester to remain in good standing. Students who fail to achieve this level of scholastic competence will have their records and the contributing circumstances reviewed by the Guidance Department and the Committee on Course and Standing.

The Committee may require that:
1. the student be placed on probation with a reduced program and curtailed extra-curricular activities;
2. the student consider a change in curriculum;
3. the student be dropped from the Day Session of the college.

Students are required to pursue the course of study as prescribed in their respective curriculums.

N, B. Some institutions grant transfer credit for courses passed with grades of C or better only.

BRONX COMMUNITY COLLEGE 16
DEAN'S LIST AND COMMENCEMENT AWARDS

Students who achieve a B average, equivalent to a scholastic index of 3.0, will be suitably recognized for their academic achievement. Quality achievement and high scholastic standing will make students eligible for various awards and prizes at commencement.

ATTENDANCE

Regular attendance and punctuality at classes are basic requirements for high quality accomplishment. A legal minimum of attendance at 85% of sessions is required for credit. Students will be called upon to justify absences and may be dropped from class for excessive absences.

Whenever absence becomes unavoidable for medical or other sufficient reasons, a student should report this fact to the Guidance Office. He must apply to the Committee on Course and Standing for permission to withdraw, without penalty, from a single course or courses. Where such permission is granted, the grade of \( J \) will be recorded on the student’s record without prejudice to his record or to future enrollment.

REGISTRAR’S ANNOUNCEMENTS

Transcripts

Official transcripts bearing the seal of the college and the signature of the Registrar will be sent at student or official request directly to other colleges and universities, official or governmental agencies, and business offices. An official transcript cannot be issued to a student or an alumnus.

Requests for transcripts should be filed early with the Office of the Registrar, since such requests may require some time before they can be honored, especially during registration or other busy periods.

No fee is charged for the initial transcript. A one-dollar fee is charged for subsequent requests.

Change of Address or Name

Any change of address or name of a student should be reported to the Office of the Registrar immediately.

Student Records

Each student, or if he is under twenty-one years of age, his parent or guardian, may be required to sign a consent for release of his medical or personnel records, under conditions established by the college, to appropriate authorized personnel or official agencies.
COMMUNITY PARTICIPATION

The Advisory Committee, George D. Busher, Chairman, is composed of civic-minded citizens who lead the community's program of support for and cooperation with the college. The names and affiliations of the Executive Committee and members are included in the Catalogue.

This group conducts the college scholarship fund campaign and has been instrumental in arousing interest in the new Evening Session of the college and its other projects. Through the efforts of Mr. Donald Darcy, funds were raised to underwrite the memorable ceremonies of Dedication of the College and Inauguration of the President, on May 11, 1959.

TWO SPECIAL PROJECTS

The Fund for the Advancement of Education of the Ford Foundation has made a grant to the Bronx Community College to develop a pre-college enrichment program for selected students. Secondary school administrators and community service leaders may recommend students for admission to the college under this special program, in which concentrated, individual instruction will be devoted to achieving full matriculation status at Bronx Community College.

The Kellogg Foundation has underwritten the establishment of the Bronx Community College as a demonstration center for the New York State Associate Degree Nursing Project. This program for training professional, registered nurses will enable students to earn an Associate in Applied Science degree and to be fully qualified to take the New York State examination as Registered Nurse, after two years of study.

SCHOLARSHIPS AND LOANS

Applicants for financial assistance to meet tuition costs and other college expenses should write to the Chairman, Committee on Scholarships and Student Aid.

Loans are available under the provisions of the New York State Education Assistance Corporation and the National Defense Education Act of 1958.

A full list of scholarships and grants available is included in the Catalogue.

The United Local School Boards of the Bronx, under the leadership of Mrs. Sadie S. Reiss, have contributed additional scholarships in honor of Superintendent of Schools, Dr. John J. Theobald and his father, Dr. Jacob Theobald.

The Grand Street Boys, led by Judge Jonah J. Goldstein, continue to support their program of "guaranteed employment" assistance.

Mr. George T. Farkas, President of Alexander's, has contributed a substantial sum to be used for student welfare at the college.

New York State Regents Scholarships may be applied by students attending the Bronx Community College.

The Veterans Administration has approved the college for war service scholarships.
EXTRA-CURRICULAR ACTIVITIES

The college encourages student self-government and participation in appropriate areas. The college authorities and the faculty welcome student cooperation in the organization and operation of clubs, athletic and social events, publications, musical, artistic, dramatic and cultural activities. In this way an appropriate collegiate atmosphere is created, conducive to the development of initiative, leadership, loyalty, independent thinking, the new graces and community harmony.

The college newspaper, the Communicator, stimulates all these efforts.

COLLEGE COLORS

Green and Gold, the college colors, represent more than merely a harmonious blend of color.

The green of photosynthesis was selected to suggest creativity and traits to be cultivated in aspiring college students.

The gold of the sun's rays, source of energy and light, was chosen to symbolize the qualities of mind that seek to penetrate and illuminate all areas of knowledge in quest of truth and enlightenment.

The combination of green and gold points up the determination to advance human progress with the idealism and intellectual fervor of the youthful spirit.

COLLEGE SEAL

The seal of the Bronx Community College reflects its educational aspirations.

A symbolic tree of learning bears fruit on its three branches. In the upper section, an open book, representing modern scholarship, is superimposed on an ancient scroll, suggesting that the wisdom of the classics and knowledge of the past may help us to live better in the present.

In the lower left section, the palm of a hand holding the planet Earth seems to assert the conviction that man has a measure of control over his destiny.

The diagram of the atom in the lower right-hand segment represents humanity's efforts to control matter and energy for ethical purposes. These vistas that have opened for our exploration challenge the sincerity of our moral convictions.

The seal thus depicts the college as dedicated to the realization of humanity's highest ideals through education.

Professor Albert D'Andrea, of the Department of Art of the City College of New York, designed the seal, based on ideas submitted by the President and the Faculty.
STUDENT DECORUM

Students of the Bronx Community College are expected to conduct themselves as loyal and conscientious citizens and as mature ladies and gentlemen, adhering to the best standards of the community.

The following relevant excerpts from Section 18.4 of the bylaws of the Board of Higher Education are pertinent:

"Each student enrolled in any college or school under the control of the board and every organization, association, publication, club or chapter shall obey all the rules and regulations and orders of the duly established college authorities, shall give punctual and courteous attention to all college duties, shall use the property of the institution with care and economy, shall conform to the requirements of good manners and good morals, and shall obey the laws of the City, State and Nation within college grounds and elsewhere."

Each student helps to project the image of the College into the community. The impression we seek to create is a positive one.

LIBRARY

The library, located on the main floor in Room 101, contains periodicals, newspapers, reference texts, etc., essential to the work of various courses. Professionally trained librarians are available to help students. The library is open daily from 9 A. M. to 5:00 P. M., and on Tuesday and Wednesday from 6 P. M. to 10 P. M.

BOOK STORE

The Bronx Community College Book Store provides college supplies conveniently at reasonable prices. All required texts are available at discounts. The income from the cooperatively-run book store goes to the Bronx Community College Association.

CAFETERIA

Beaks, drinks, refreshments, sandwiches and hot food are available in the 6th floor dining hall.
EVENING SESSION

The Evening Session offers the same educational programs, courses, curriculums and degrees as the Day Session and the same admissions requirements prevail.

However, the Evening Session offers a unique opportunity. Students who are not able to meet full matriculation standards may attend as pre-matriculants. Thus, those who are unable to meet the qualitative or quantitative requirements may nevertheless attend college-level, degree credited courses. They receive full credit for all work done, and may move into full matriculation status.

Another feature of the Evening Session is the opportunity offered to able to enroll as non-matriculants, without being bound to a curriculum pattern or a degree program. Thus, solely in order to improve their vocational skills to prepare for new occupational objectives, to train for more responsible positions or to raise their educational and cultural levels, non-matriculated students may choose any courses they wish, subject only to adviser's approval and meeting of pre-requisites.

The faculty of the Day Session provides supervision to assure the Evening Session of the same instructional standards, courses of study, and facilities available to Day Session students. The instructional staff is composed of members of the full-time college faculty and of other qualified professionals, with special experience, training and competence in appropriate fields.

Students are invited to consult with members of the Evening Session faculty concerning their immediate and long range educational and vocational plans at registration and other times. Appointments can be made through the Evening Session Office, Room 104.

In matters of scholarship, attendance, grades, programs of study, etc., the data in this Handbook of Information for Students pertain as well to Evening Session students, except where otherwise noted.

ADMISSION REQUIREMENTS AND PROCEDURES

1. Matriculated Students

Applicants for matriculation should apply for admission exactly as described on page 10, except that they should check "Evening Session" on pages 2, 3 of the application.

Applicants who meet the admission requirements to the degree program of the Day Session, both qualitatively and quantitatively as described on pages 11-13, are admitted as matriculated students. With this status, they may pursue their courses of study in either the Day or Evening Session of the college. Matriculated students will follow the order of courses as requested for the respective degrees.

It is recommended that students become matriculants, so that they may be given early registration privileges and be guided into a planned, unified, complete educational experience through a progressive curriculum to a degree. Matriculated students may shift from the Evening to the Day Session, upon request.
II. Pre-Matriculated Students

Applicants who file for admission as matriculants but whose applications or records arrive too late to be processed by the college, or whose records do not meet all requirements for full matriculation, or who have not been able to take the necessary placement tests may be admitted as pre-matriculants. Such students will be transferred to matriculation status as soon as their records are fully processed, or the matriculation requirements have been met.

Pre-matriculants with all the quantitative requirements but whose records were not of sufficiently high academic quality may become fully matriculated upon completion of 15 credits in the Evening Session with an average grade index of 2.5 in degree credited courses pursued in consecutive semesters, or of 30 credits with an average grade index of 2.0.

Students who wish to change to matriculation status while attending the Evening Session should file an application as soon as requirements are met.

Pre-matriculants may register for all courses leading to a degree and will receive full credit towards the degree for all appropriate courses satisfactorily completed while in pre-matriculation status.

Pre-matriculants are not admissible to the Day Session until they have become fully matriculated.

An average grade of C or grade index of 2.0 in all courses is required for a degree.

III. Non-Matriculated Students

Students who wish to take individual courses for personal improvement, vocational upgrading, re-training, improvement of work skills, or enjoyment of leisure time, but who do not plan to seek a degree, need not file a formal application or transcript before admission. Such students may take courses offered to degree candidates and additional special courses listed in this Handbook on pages 39-44. The choice of courses may develop from a student's own interests and needs.

Should a non-matriculated student subsequently matriculate for a degree, he will receive credit for the degree credited courses he has completed as a non-matriculated student.

Auditors

Any student may register for a course as an auditor without course credit. Such students need not take examinations and will receive a grade of "NC". Courses in which the grade of "NC" is recorded may not be credited towards meeting the requirements for a degree at any time. Auditors are required to meet attendance and all other college and class regulations.

GUIDANCE SERVICE

The Evening Session Office, Room 104, is open each evening from 6 to 9:30 P.M. for consultation. Faculty advisers are available during registration periods and by appointment during the academic year to help students plan programs and select courses.
REGISTRATION - POLICY AND PROCEDURES

A student may register for a maximum of 10 credits in any one semester in the Evening Session.

Students who seek degrees are advised to file a formal application for admission prior to registration, because matriculants and pre-matriculants are given early registration privileges.

All registrations must be made in person, according to the schedule. (See Academic Calendar, page 2.) Registrants will have an opportunity at registration time to consult with advisers concerning courses, sequences and programs.

FEES

<table>
<thead>
<tr>
<th>Fee</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Tuition</td>
<td>$10.00 per credit</td>
</tr>
<tr>
<td>Laboratory Fee (in certain courses)</td>
<td>5.00</td>
</tr>
<tr>
<td>Breakage Fee (deposit in science courses)</td>
<td>5.00</td>
</tr>
<tr>
<td>Student Activities Fee</td>
<td>1.00</td>
</tr>
<tr>
<td>Registration Fee</td>
<td>3.00</td>
</tr>
<tr>
<td>Late Registration</td>
<td>2.00</td>
</tr>
<tr>
<td>Change of Program</td>
<td>1.00</td>
</tr>
<tr>
<td>Guidance-Placement Test (for applicants who seek matriculation)</td>
<td>3.00</td>
</tr>
</tbody>
</table>

* For example, a 3-credit course meeting for 3 hours a week is $30; but a 3-credit course meeting for 4 hours per week is $30 + $6 or $36.

† Balance returnable at end of semester.

ATTENDANCE AND WITHDRAWAL FROM COURSES

Regular attendance and punctuality are basic requirements for high quality accomplishment.

In cases where excessive absence becomes unavoidable for medical or other sufficient reasons, a student must make formal written application to the Director of the Evening Session for permission to withdraw, without penalty, from a single course or courses. If the request is granted, the grade of J will be recorded. In cases of withdrawal without permission, the grade of G or H, equivalent to F, will be recorded.
NURSING PROGRAM—SEPTEMBER, 1960

NURSING PROGRAM
leading to the A. A. S. degree

Nursing offers rich opportunities for a socially approved and satisfying career that has rapidly gained prestige and recognition in the community. Economic security is assured by the tremendous need for nurses to serve in hospitals, homes, schools and institutions, as well as in industry, commerce and government, including the armed forces.

The Nursing Program at the Bronx Community College to be inaugurated in September, 1960 with a select group of students, is open to both men and women. At the completion of the two-year course, students will be eligible to take the New York State examination for registered professional nurse (R. N.).

The curriculum will offer the cultural foundations of a sound education, combined with the scientific, practical and technical training necessary for the profession. The program will be guided by competent, specialized personnel in the approved laboratory and hospital framework.

The W. K. Kellogg Foundation made a grant to the New York State Board of Regents in support of "The New York State Associate Degree Nursing Project" to encourage the training of nurses in community colleges.

The Bronx Community College has been approved by the State University of New York to serve in this project as the first center. The techniques of organization, administration, curriculum construction, methods of instruction, hospital affiliation experience and research findings developed at the Bronx Community College will serve to guide other community colleges.

Teachers College, Columbia University will use the Bronx Community College program as a demonstration center for the preparation of teachers of nursing.

Recipients of the New York State Regents Scholarship for Nursing Education can apply this award to finance their nursing education.

Interested applicants should address inquiries to Director, Nursing Program, Bronx Community College.
LIBERAL ARTS AND SCIENCE

THE LIBERAL ARTS AND SCIENCE (TRANSFER) PROGRAM

In modern times, the demand for specialization in the world today makes a liberal education more valuable than ever before, so that people may live a full life with advantage to themselves and their fellows. A truly liberal education involves an individual in the pursuit of knowledge and truth; frees the mind from ignorance, bigotry, superstition and fear; and helps to develop a sense of proportion.

Traditionally, various studies have been considered uniquely liberalizing. At the Bronx Community College, all the curriculums contain a balanced proportion of these subjects and disciplines.

The curriculum in Liberal Arts and Science includes required and elective courses in: the arts of communication — English composition, speech, and modern languages; the record of society and the nature of human institutions — history, economics, government and sociology; the laws of nature and the techniques of scientific inquiry — biology, chemistry, mathematics and physics; an understanding of human emotions and the mental processes — psychology and logic; the values and esthetics by which men live — art, literature, philosophy and music; and the cultivation of the sound mind in a sound body — health education.

In modern times, a realistic education must also enable an individual to lead a productive life as well as a creative one. Many avenues to economic advancement are open to the graduate of the Liberal Arts and Science curriculum.

The Associate in Arts graduate is prepared for admission to the third year of a four-year college where further career preparation may be pursued.

Among the careers open to graduates of four-year Liberal Arts and Science courses are those of the:

- Accountant
- Biologist
- Business Administrator
- Chemist
- Laboratory Assistant
- Journalist
- Physicist
- Research Assistant
- Social Worker
- Statistician
- Teacher

After professional or graduate schools, other fields and pursuits include:

- Dentistry
- Education
- Law
- Library Science
- Medicine
- Nursing
- Science
- Social Work

(See the special Liberal Arts and Science curriculum that follows, for students interested in transfer to the third year of an engineering college or of the City College School of Technology.)
### CURRICULUM A
#### LIBERAL ARTS AND SCIENCE (TRANSFER) PROGRAM
leading to the A. A. degree

<table>
<thead>
<tr>
<th>GENERAL EDUCATION COURSES:</th>
<th>CREDITS BY SEMESTER</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>1</td>
</tr>
<tr>
<td>GA 1 Art Appreciation</td>
<td></td>
</tr>
<tr>
<td>GE 1, 2 English Composition 1, 2</td>
<td>3</td>
</tr>
<tr>
<td>GE 3, 4 Speech 1, 2</td>
<td></td>
</tr>
<tr>
<td>GE 5, 6 Literature 1, 2</td>
<td></td>
</tr>
<tr>
<td>G 1, 2 Foreign Language 1, 2</td>
<td>3</td>
</tr>
<tr>
<td>GH 1-4 Health Education 1, 2, 3, 4</td>
<td>(\frac{1}{2})</td>
</tr>
<tr>
<td>GM 1 Music Appreciation</td>
<td></td>
</tr>
<tr>
<td>GS 1, 2 Contemporary Civilization 1, 2</td>
<td>3</td>
</tr>
<tr>
<td>GS 3 Government</td>
<td></td>
</tr>
<tr>
<td>GS 4 Economics</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>MATHEMATICS AND SCIENCE:</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>SM 1, 2 Mathematics 1, 2</td>
<td>3</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>SCIENCE: (Choice of one)</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>S-</td>
<td>4</td>
</tr>
<tr>
<td>SB 1, 2 Biology 1, 2 or</td>
<td></td>
</tr>
<tr>
<td>SC 1, 2 Chemistry 1, 2 or</td>
<td></td>
</tr>
<tr>
<td>SP 1, 2 Physics 1, 2</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>ELECTIVES:</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>English, Foreign Language,</td>
<td></td>
</tr>
<tr>
<td>Social Studies, Mathematics</td>
<td></td>
</tr>
<tr>
<td>or Science</td>
<td>6-8</td>
</tr>
<tr>
<td>Total by semester</td>
<td>16(\frac{1}{2})</td>
</tr>
<tr>
<td></td>
<td>15(\frac{1}{2})-</td>
</tr>
<tr>
<td></td>
<td>17(\frac{1}{2})</td>
</tr>
<tr>
<td>Total for degree</td>
<td>64-68 credits</td>
</tr>
</tbody>
</table>

Adviser: DEAN ABRAHAM TAUBER
Industrial chemistry is one of our rapidly growing manufacturing industries. Technicians are employed in research, in developing new products and processes — pharmaceuticals, plastics, metals, alloys, ceramics and fuels — and in finding new uses for products presently available. From these sources have come penicillin and streptomycin, nylon and dacron, synthetic rubber and high octane gasoline.

A career in the chemical field may find one employed in a laboratory, a plant, or an office. Opportunities occur both in the technical and commercial aspects of the work.

The Chemical Technology course is open to both men and women. The program of study and training offered is designed to give the student a firm foundation in the general, theoretical and practical concepts of chemistry, physics and mathematics as a prelude to specialization.

A branch of the Chemical Technology course is the Pre-Pharmacy specialization. Students take a two-year course for which they receive complete, officially approved credit on admission to the third year of the five-year pharmacy course at Columbia, Fordham and St. John's Universities.

*Typical vocational opportunities available upon graduation:*
- Laboratory technician
- Research assistant
- Sales personnel

*After further training and experience:*
- Chemical engineer
- Chemical salesman
- Control analyst
- Laboratory supervisor
- Pharmacist
- Pilot-plant operator
- Production supervisor

Students interested in a professional career in chemistry may prefer to take the Liberal Arts and Science (transfer) program leading to later specialization at a four-year college and graduate school.
### CURRICULUM

**CHEMICAL TECHNOLOGY**
*(including Pre-Pharmacy)*
leading to the A.A.S. degree

<table>
<thead>
<tr>
<th>COURSES</th>
<th>CREDITS BY SEMESTER</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>GENERAL EDUCATION COURSES:</strong></td>
<td></td>
</tr>
<tr>
<td>GA 1 Art Appreciation*</td>
<td>1*</td>
</tr>
<tr>
<td>GE 1, 2 English Composition 1, 2</td>
<td>3 3</td>
</tr>
<tr>
<td>GE 3 Speech 1</td>
<td>2</td>
</tr>
<tr>
<td>GE 1, 2 Health Education 1, 2</td>
<td>½ ½</td>
</tr>
<tr>
<td>GE 1 Music Appreciation*</td>
<td>1*</td>
</tr>
<tr>
<td>GE 1, 2 Contemporary Civilization 1, 2</td>
<td>3 3</td>
</tr>
<tr>
<td><strong>ELECTIVES:</strong></td>
<td></td>
</tr>
<tr>
<td>G- English, Foreign Language or Social Studies</td>
<td>3 3</td>
</tr>
<tr>
<td><strong>MATHEMATICS AND SCIENCE:</strong></td>
<td></td>
</tr>
<tr>
<td>SC 1 Chemistry 1</td>
<td>4</td>
</tr>
<tr>
<td>SC 1, 4 Organic Chemistry 1, 2</td>
<td>4 4</td>
</tr>
<tr>
<td>SC 5 Qualitative Analysis</td>
<td>4</td>
</tr>
<tr>
<td>SC 7 Quantitative Analysis</td>
<td>4</td>
</tr>
<tr>
<td>SM 1, 2 Mathematics 1, 2</td>
<td>3 3</td>
</tr>
<tr>
<td>SF 1, 2 Physics 1, 2</td>
<td>4 4</td>
</tr>
<tr>
<td><strong>TECHNOLOGY:</strong></td>
<td></td>
</tr>
<tr>
<td>TC 1 Physical Chemistry</td>
<td>4</td>
</tr>
<tr>
<td>TC 2 Industrial Chemistry</td>
<td>4</td>
</tr>
<tr>
<td>TC 3 Industrial Analysis</td>
<td>4</td>
</tr>
<tr>
<td>TC 4 Unit Operations</td>
<td>2</td>
</tr>
<tr>
<td>TMT 1 Engineering Graphics 1</td>
<td>2</td>
</tr>
<tr>
<td>TM 3 Engineering Materials and Processes</td>
<td>2</td>
</tr>
<tr>
<td><strong>Total by semester</strong></td>
<td>17½ 18½ 19 19</td>
</tr>
<tr>
<td><strong>Total for degree</strong></td>
<td>74 credits</td>
</tr>
</tbody>
</table>

*Choice of one

**SPECIAL PROGRAM IN PRE-PHARMACY**
As above with the following changes:

1st Semester — Substitute SB 1 - Biology 1 - 4 credits for TMT 1 - Engineering Graphics - 2 credits and for TM 3 - Engineering Materials and Processes - 2 credits

2nd Semester — No changes

3rd Semester — No changes

4th Semester — Substitute SB 2 - Biology 2 - 4 credits for TC 4 - Unit Operations - 2 credits and for the G elective

Total for degree - 76 credits (transferable to a five-year Pharmacy program)

Adviser: PROFESSOR SHELDON M. ATLAS,
Acting Head of Chemical Technology

BRONX COMMUNITY COLLEGE 29
THE PROGRAM IN ELECTRICAL TECHNOLOGY

Great strides have been made in the electrical and electronic fields in the last few decades; as a result, a great demand has arisen for adequately trained personnel. Competent technicians are needed to design, build, test and maintain the complex electrical and electronic devices which are part of our industrial structure.

The Electrical Technology course is intended for high school graduates with an interest in electricity and good preparation and competence in mathematics and science.

The curriculum provides the broad base necessary for most semi-professional jobs in the electrical field. The well-trained technician is an invaluable addition to a development laboratory where many types of problems are encountered daily.

Some specialization is introduced through electives given in the fourth semester. Moreover, the course provides the technical background necessary to learn the details of any specialty, later, in the field.

In the laboratory courses, techniques and equipment are used which simulate those found in industry.

To achieve the skillful use of communicative processes and an understanding of our society and culture, courses in English, the humanities and social studies are offered in the curriculum to develop an individual who will be an asset to himself, to society and to his employer. The curriculum provides an excellent base for growth and development from experience and further education.

Vocational opportunities for which the graduate is prepared:
- Components Tester
- Electrical Draftsman
- Electrical Inspector
- Industrial Salesman
- Laboratory Technician
- Maintenance Electrician
- Studio Technician
- Technical Serviceman

With further training and experience:
- Components Specialist
- Product Designer
- Field Engineer
- Sales Engineer
- Development Engineer
- Plant Engineer
- Operating Supervisor
- Quality Control Supervisor

BRONX COMMUNITY COLLEGE
## CURRICULUM

### ELECTRICAL TECHNOLOGY
leading to the A.A.S. degree

<table>
<thead>
<tr>
<th>CREDITS BY SEMESTER</th>
<th>1</th>
<th>2</th>
<th>3</th>
<th>4</th>
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</thead>
</table>

### GENERAL EDUCATION COURSES:
- **GA 1** Art Appreciation\* 1
- **GE 1, 2** English Composition 1, 2 3 3
- **GE 3** Speech 1 2
- **GH 1, 2** Health Education 1, 2 ½ ½
- **GM 1** Music Appreciation\* 1
- **GS 1, 2** Contemporary Civilization 1, 2 3 3

### ELECTIVE:
- **E-** English or Social Studies 3

### MATHEMATICS AND SCIENCE:
- **SM 1, 2** Mathematics 1, 2 3 3
- **SPT 1** Physics 1 5

### TECHNOLOGY:
- **TE 1, 2** Electric Circuits 1, 2 5 4
- **TE 3, 4** Fields & Electronics 1, 2 5 4
- **TE 5, 6** Electric Machines & Power 1, 2 2 3
- **TE 7** Electric Product Design 2
- **TMT 1** Engineering Graphics 1 2
- **TM 3** Engineering Materials & Processes 2
- **TM 31, 32** Mechanical Technology 1, 2 2 3

### ELECTIVES: (Choice of two) 8
- **TE 21** Electric Power Systems
- **TE 22** Electric Layout and Estimating
- **TE 23** TV and Radar
- **TE 24** Pulse and Digital Circuits
- **TE 25** Computers
- **TE 26** Servo Systems
- **TE 27** Semi-Conductors
- **TE 28** FM and Microwaves
- **TE 29** Electronic Manufacturing Techniques

### Total by semester: 18½ 19 16½ 18
### Total for degree: 72 credits

\*Choice of one

Adviser: PROFESSOR MANUEL STILLERMAN, Head of Electrical and Mechanical Technology

BRONX COMMUNITY COLLEGE
MECHANICAL TECHNOLOGY

THE PROGRAM IN MECHANICAL TECHNOLOGY

The advances of modern science and technology are well known to all. These giant steps in human progress rest on a highly developed mechanical technology which produces practical results from the designs and visions of the scientist and engineer.

The field of mechanical technology offers a wide range of challenging occupational opportunities, including a growing need for specialists. The tremendous scope and quantity of mechanical engineering work in manufacturing has created an unprecedented demand for well-trained mechanical technicians. In fact, industry is turning more and more to the technician to assume responsibilities previously handled by engineers.

The curriculum in mechanical technology is meant for high school graduates who have an interest in mechanical work and an aptitude and background in mathematics and science. The comprehensive course emphasizes sound basic training, includes a solid core of general education, and provides specialization through a choice of elective offerings.

The practical work done in the laboratories is planned to reproduce the real conditions of industry. The equipment is of industrial caliber and the procedures duplicate as far as possible current practice. Visits are made to industrial installations so as to maintain a proper perspective on actual manufacturing facilities.

The graduate is prepared to undertake the following jobs:

- Draftsman
- Heat treater
- Inspector
- Junior salesman
- Laboratory technician
- Production clerk
- Machinist
- Maintenance technician
- Materials tester

With further training and experience:

- Designer
- Metallurgist
- Quality control engineer
- Sales engineer
- Test engineer
- Production supervisor
- Shop foreman
- Plant engineer
- Materials specialist

32 BRONX COMMUNITY COLLEGE
# CURRICULUM

## MECHANICAL TECHNOLOGY

leading to the A.A.S. degree

<table>
<thead>
<tr>
<th>GENERAL EDUCATION COURSES:</th>
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<tbody>
<tr>
<td>GA 1</td>
<td>Art Appreciation*</td>
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<td>English Composition 1, 2</td>
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<tr>
<td>GE 3</td>
<td>Speech 1</td>
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<td>GE 1, 2</td>
<td>Health Education 1, 2</td>
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<tr>
<td>GM 1</td>
<td>Music Appreciation*</td>
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<td>Contemporary Civilization 1, 2</td>
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<td>Physics 1</td>
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<tr>
<td>SF 3</td>
<td>Mechanics</td>
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<td>Electrical Technology 1, 2</td>
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<td>Engineering Graphics 1, 2</td>
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<td>TM 3</td>
<td>Engineering Materials and Processes</td>
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<td>TM 4, 5</td>
<td>Mechanical Product Design 1, 2</td>
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<td>TM 6</td>
<td>Strength of Materials</td>
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<table>
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<tbody>
<tr>
<td>TM 11</td>
<td>Machine Design</td>
</tr>
<tr>
<td>TM 12</td>
<td>Thermodynamics and Heat Transfer</td>
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<td>TM 13</td>
<td>Metallurgy</td>
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<td>TM 14</td>
<td>Production Planning</td>
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<th>ELECTIVES: (Choice of two - 4th semester)</th>
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<tbody>
<tr>
<td>TM 21</td>
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<td>TM 22</td>
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<td>TM 23</td>
<td>Refrigeration and</td>
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<td>Air Conditioning</td>
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<td>TM 24</td>
<td>Heating and Ventilating</td>
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<td>TM 25</td>
<td>Industrial Management</td>
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<td>TM 26</td>
<td>Industrial Plant Planning</td>
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<td>TM 27</td>
<td>Instrumentation and Control Systems</td>
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<tr>
<td>TM 33</td>
<td>Electronics for Mech. Tech. students</td>
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<td>Total by semester</td>
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</table>

*Choice of one

Adviser: PROFESSOR MANUEL STILLERMAN, Head of
Electrical and Mechanical Technology

BRONX COMMUNITY COLLEGE
THE PROGRAM IN
MEDICAL LABORATORY TECHNOLOGY

The advance of scientific knowledge in the field of medicine has multiplied the need for personnel trained in such areas as X-ray, hematology, serology, histology and bio-chemistry. Opportunities for service and employment abound as technicians and medical or research assistants in private or government offices, hospitals, laboratories and clinics, research divisions of drug and chemical corporations, and in private and public educational and research institutions.

Thorough preparation in medical laboratory procedures is provided in the curriculum of the Bronx Community College to assure intelligent performance and competence. Liberal arts courses are an integral part of the student's collegiate experience. If students desire to continue their education, college courses may be accepted for advanced standing at some four-year colleges.

Vocational opportunities available after graduation:

Laboratory assistant
Medical assistant
Medical laboratory technician
Medical record clerk, typist, secretary or receptionist
X-ray Technician

After further training, education and experience:

Administrative assistant
Dentistry
Hospital administrator
Medical librarian
Medicine
Nursing
Teaching

N. B. Students with interest in this area should take note of the Associate Degree Nursing Program, described on page 23.
### MEDICAL LABORATORY TECHNOLOGY
leading to the A.A.S. degree

#### CREDITS BY SEMESTER

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<tr>
<td>SB 1</td>
<td>Biology 1 (Zoology)</td>
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<td>SB 4</td>
<td>Biology 4 (Histology)</td>
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<td>Biology 7 (Microbiology)</td>
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<td>Electric Machines in Medicine 1, 2</td>
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**Total by semester**: 17½, 17½, 16, 17

**Total for degree**: 68 credits

Adviser: PROFESSOR HENRY F. WHITE, Head of Medical Laboratory Technology

BRONX COMMUNITY COLLEGE 35
THE PROGRAM IN BUSINESS TECHNOLOGY

America's high standard of living and its heritage of freedom are related to our free economy. Many excellent career opportunities with prospects for advancement exist in industry, commerce and government for energetic, ambitious young people. In providing training for men and women interested in such positions, the curriculum in Business Technology offers a well-rounded program in general education, combined with specialized elective subjects.

Students may concentrate in one of three areas: Accounting, Executive Assisting, (including Business, Legal or Medical Secretary) or Retailing.

The Accounting specialization prepares for positions involving bookkeeping and accounting procedures and the management of business affairs.

The Executive Assisting Program prepares generally for responsible secretarial functions in business or governmental offices, social work agencies and the like, with the Legal specializing in duties of a law office or agency, and the Medical specializing in similar duties in a medical, dental, laboratory or hospital setting.

The Retailing specialization prepares for positions of responsibility in management, merchandising and sales promotion in small, independent department stores and buying offices.

Courses in this program are designed to develop the interests, desires and aptitudes of the student to meet the employment opportunities in the ever-changing, dynamic world of business and the professions.

Careers open to graduates of the Business Technology Program include:

Assistant Buyer
Assistant Store Manager
Secretarial Assistant in Social Agency
Junior Accountant
Legal Secretary
Medical Secretary
Office Assistant
Retail Executive Trainee

Opportunities available after further training, education and experience are:

Budget Director
Buyer
Certified Public Accountant
Controller
Executive Secretary
Merchandise Manager
Office Manager
Personnel Director
Real Estate and Insurance Broker
CURRICULUM

BUSINESS TECHNOLOGY
with a specialization in Accounting, Retailing
Executive Assisting Secretarial (General, Legal or Medical)
leading to the A.A.S. degree

BASIC CORE

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<th>COURSES</th>
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<tr>
<td>GA 1  Art Appreciation</td>
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<tr>
<td>GE 1, 2  English Composition 1, 2</td>
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<td>GE 3, 4  Speech 1, 2</td>
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<td>GH 1, 2  Health Education 1, 2</td>
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<tr>
<td>GM 1  Music Appreciation</td>
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MATHEMATICS AND SCIENCE:

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<tr>
<td>SB 8  Human Physiology**</td>
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<td>13½ 6½ 6 8-9</td>
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*Choice of one  **Accounting majors take SB 8 in second semester

TECHNOLOGY:

ACCOUNTING

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<td>TB 7  Business Math.</td>
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<tr>
<td>TB 13  Office Practice Management</td>
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<td>TB 20, 21 Typing 1, 2</td>
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<tr>
<td>TB 8  Finance</td>
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<tr>
<td>TB 6  Business Law</td>
<td>3</td>
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<td>TB 26  Calculating Machine Operations</td>
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**Accounting majors take SB 8 in second semester

RETAILING

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<tr>
<td>TB 36  Textiles</td>
<td>4</td>
</tr>
<tr>
<td>TB 11  Marketing</td>
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(Continued on Page 38)
### BUSINESS TECHNOLOGY CURRICULUM

#### RETAILING (continued)

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<td>TB 37</td>
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<td>TB 34</td>
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<td>TB 35</td>
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<tr>
<td>TB 6</td>
<td>5½</td>
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- Business Law
- 32 or 85
- Business Law or Retail Buying Techniques or Retail Advertising and Sales Promotion

### EXECUTIVE ASSISTING SECRETARIAL

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<td>TB 25 or 34</td>
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<td>TB 6 or 32 or 35</td>
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- Business Organization and Management or Store Organization and Management
- Business Law or Retail Buying Techniques or Retail Advertising and Sales Promotion

### EXECUTIVE ASSISTING SECRETARIAL (LEGAL)

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### EXECUTIVE ASSISTING SECRETARIAL (MEDICAL)

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<td>TB 12</td>
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- Laboratory Techniques
- Medical Office Management and Practice

Total for degree: 66-72 credits

**Adviser:** PROFESSOR BERNARD P. CORBMAN, Head of Business Technology

38 BRONX COMMUNITY COLLEGE
## COURSES

### SCHEDULE OF COURSES*

(Course descriptions appear in the College Catalogue)

#### GENERAL EDUCATION

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#### ENGLISH - SPEECH

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<td>(Evening Session)—</td>
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<td>GE 1, 2</td>
<td>English Composition 1**, 2**</td>
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<td>GE 7</td>
<td>Modern American Drama 1</td>
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<td>Reading Improvement**</td>
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<td>NDGE 21</td>
<td>Effective Speech and Vocabulary Building</td>
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<td>NDGE 22</td>
<td>English for Social and Business Communication</td>
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<td>NDGE 23</td>
<td>Remedial Composition** (Day Session)</td>
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<tr>
<td></td>
<td>(Evening Session)</td>
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#### HEALTH EDUCATION (for men and women, separately)

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<tbody>
<tr>
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<td>Health Education 1, 2, 3, 4</td>
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<td>American Red Cross Safety Program (Evening Session)</td>
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*As the College grows, additional courses will be offered in the various departments and curricula.

*Bronx Community College reserves the right to offer only such courses as are warranted by registration and to withdraw courses, if necessary, in which case fees are returned.

*The letters ND in course number indicate non-degree courses.

*The letters NL in course number indicate non-laboratory courses.

**Assignment will be made to special remedial groups in the Day Session for those in need of such instruction.
## COURSES

### MODERN LANGUAGES

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<tr>
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<td>03</td>
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<td>College French 1, 2</td>
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### MUSIC

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### SOCIAL STUDIES

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<td>Philosophy</td>
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### SCIENCE AND MATHEMATICS

### BIOLOGY

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<td>SB</td>
<td>Biology 2 (Botany)</td>
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<td>SB</td>
<td>Biology 3 (Embryology)</td>
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<td>SB</td>
<td>Biology 4 (Histology)</td>
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### MATHEMATICS

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<td>Business Organization &amp; Management</td>
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<td><strong>TB 26</strong></td>
<td>Calculating Machines Operations</td>
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<td><strong>TB 30</strong></td>
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<td><strong>TB 31</strong></td>
<td>Principles of Salesmanship</td>
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<td>Retail Buying Techniques</td>
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<td><strong>TB 33</strong></td>
<td>Retail Merchandising</td>
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<td><strong>TB 34</strong></td>
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<td>Retail Advertising &amp; Sales Promotion</td>
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<td><strong>TB 36</strong></td>
<td>Textiles</td>
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**CHEMICAL TECHNOLOGY**

| TC 1 | Physical Chemistry | Cl. 4 | Lab. 0 | Cr. 4 |
| TC 2 | Industrial Chemistry | Cl. 4 | Lab. 0 | Cr. 4 |
| TC 3 | Industrial Analysis | Cl. 1 | Lab. 9 | Cr. 4 |
| TC 4 | Unit Operations | Cl. 1 | Lab. 3 | Cr. 2 |

**ELECTRICAL TECHNOLOGY**

<p>| TE 1 | Electric Circuits 1 | Cl. 4 | Lab. 3 | Cr. 5 |
| TENL 1 (Theory) | Electric Circuits (Theory) 1 | Cl. 4 | Lab. 0 | Cr. 4 |
| TE 2 | Electric Circuits 2 | Cl. 3 | Lab. 3 | Cr. 4 |
| TE 3 | Fields and Electronics 1 | Cl. 4 | Lab. 3 | Cr. 5 |
| TENL 3 (Theory) | Fields and Electronics 1 (Theory) | Cl. 4 | Lab. 0 | Cr. 4 |
| TE 4 | Fields and Electronics 2 | Cl. 3 | Lab. 3 | Cr. 4 |
| TE 5 | Electric Machines and Power 1 | Cl. 2 | Lab. 0 | Cr. 2 |
| TE 6 | Electric Machines and Power 2 | Cl. 2 | Lab. 3 | Cr. 3 |
| TE 7 | Electric Product Design | Cl. 1 | Lab. 4 | Cr. 2 |
| TE 21 | Electric Power Systems | Cl. 3 | Lab. 3 | Cr. 4 |
| TENL 21 (Theory) | Electric Power Systems (Theory) | Cl. 3 | Lab. 0 | Cr. 3 |
| TE 22 | Electric Layout and Estimating | Cl. 3 | Lab. 3 | Cr. 4 |
| TENL 22 (Theory) | Electric Layout and Estimating (Theory) | Cl. 3 | Lab. 0 | Cr. 3 |
| TE 23 | TV and Radar | Cl. 3 | Lab. 3 | Cr. 4 |
| TENL 23 (Theory) | TV and Radar (Theory) | Cl. 3 | Lab. 0 | Cr. 3 |</p>
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**MECHANICAL TECHNOLOGY**

| TMT 1, 2  | Engineering Graphics for Technology Students 1, 2 | 1   | 4    | 2 cr. ea. |
| TME 1, 2  | Engineering Graphics for Engineering Students 1, 2 | 2   | 4    | 3 cr. ea. |
| TM 3      | Engineering Materials and Processes               | 1   | 4    | 2     |
| TM 4, 5   | Mechanical Product Design 1, 2                    | 1   | 4    | 2 cr. ea. |
| TM 6      | Strength of Materials                             | 3   | 3    | 4     |
| TMTL 6    | Strength of Materials (Theory)                    | 3   | 3    | 4     |
| TM 11     | Machine Design                                    | 3   | 0    | 3     |
| TM 12     | Thermodynamics and Heat Transfer                  | 3   | 3    | 4     |
| TMTL 12   | Thermodynamics and Heat Transfer (Theory)         | 3   | 0    | 3     |
| TM 13     | Metallurgy                                        | 3   | 3    | 4     |
| TM 14     | Production Planning                               | 3   | 3    | 4     |
| TM 21     | Advanced Machine Design                           | 3   | 3    | 4     |
| TM 22     | Tool Design                                       | 3   | 3    | 4     |
| TM 23     | Refrigeration and Air Conditioning                | 3   | 3    | 4     |
| TMTL 23   | Refrigeration and Air Conditioning (Theory)       | 3   | 0    | 3     |
| TM 24     | Heating and Ventilating                           | 3   | 3    | 4     |
COURSES

<table>
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<tr>
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<td>TM 25</td>
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<td>TM 27</td>
<td>Instrumentation and Control Systems</td>
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MEDICAL LABORATORY TECHNOLOGY

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"A MESSAGE FROM PRESIDENT MEISTER"
(An excerpt from Catalogue No. 1, 1959, page 11)

The community college idea is an exciting development and a rapidly growing force in the field of higher education. The traditional four-year colleges cannot increase their enrollments enough in the next decade to meet the needs and demands of those seeking and deserving opportunities in higher education. The community college is developing a unique and appropriate program to serve this purpose.

The two-year institution maintains high standards and yet develops built-in flexibility of aims, curricula and procedures. It can raise the educational level, offer effective guidance and provide stimulating incentives to the intellectual interests and diverse abilities of young people.

Some students use the two years as intelligent preparation for entering the world of work; they are better educated, more highly skilled and therefore lead more useful and happier lives.

Other students, during these two college years, develop talents and purposes requiring at least the baccalaureate degree for their fulfillment. These students will use the two years to complete requirements preparatory for transfer to the third year of a four-year college, perhaps ultimately to a professional school for graduate study.

We have spent much time in planning our college. All of us extend heartfelt and enthusiastic welcome to the first classes of the Bronx Community College.