Hostos

Eugenio María de Hostos Community College of the City University of New York

1977-78-79
Hostos

Eugenio María de Hostos Community College of the City of New York
Sponsored by the Board of Higher Education of the City of New York

1977-78-79
The programs and requirements set forth in this bulletin are necessarily subject to change without notice at any time at the discretion of the administration. All tuition and fee schedules are necessarily subject to change without notice, at any time, upon action by the Board of Higher Education of the City of New York, regardless of its tuition and fee schedules in effect at the time of preregistration.

Statement of Policy on Non-Discrimination
Hostos Community College adheres to a policy of non-discrimination on the basis of race, color, creed, national origin, age, and sex. It also adheres to a policy of non-discrimination in regard to the handicapped, disabled veterans, and veterans of the Vietnam era. The college makes every effort to promote the principle of equal treatment at every level for all members of the college community. This policy includes, but is not limited to, equal treatment of all faculty and staff in recruitment, promotion, tenure, salary, job assignments, training, leave and fringe benefits, and equal treatment of all students in admissions, facilities, financial aid, scholarships, health benefits, and athletic participation.
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COLLEGE CALENDAR*

Academic Year 1977-1978

Fall Semester 1977

September 1, Thursday  Preparation for registration.
September 2, Friday  Preparation for registration.
September 5, Monday  Legal holiday.
September 6, Tuesday, (9:00-10:30 a.m.)  Faculty meeting.
September 6-12, Tuesday-Monday  Registration for Fall semester.
September 13-14, Tuesday-Wednesday  Rosh Hashana (no classes).
September 15, Thursday  First day of classes.
September 16-20, Friday-Tuesday  Late registration; change of program.
September 22, Thursday  Yom Kippur (no classes).
October 5, Wednesday  Last day to officially withdraw from class without the “W” being recorded.

October 10, Monday  Columbus Day (no classes).
October 12, Wednesday  End of fourth week; last day for withdrawal.

October 22, Saturday  Hostos Community Open House.
November 8, Tuesday  Election Day (no classes).
November 9, Wednesday  End of Cycle I.
November 9, Wednesday  Last day to complete “Incomplete” grades from the Spring 1977 semester.
November 11, Friday  Veterans Day (no classes).
November 24-26, Thursday-Saturday  Thanksgiving recess (no classes).
December 14, Wednesday  Conversion day; Follow Monday’s schedule.

December 24-January 2, Saturday-Monday  Christmas recess (no classes).
January 7, Saturday  Last day of classes.
January 9-14, Monday-Saturday  Examination week.
January 11, Wednesday  Eugenio Maria de Hostos’ Birthday (observances to be announced).

January 14, Saturday  Last day of classroom activities in the Fall semester.
January 15, Sunday  Human Rights Day (observances to be announced).
January 16-25, Monday-Wednesday  Winter recess.

Spring Semester 1978

January 26, Thursday  Faculty meeting.
January 27-February 2, Friday-Thursday  Registration.
February 4, Saturday  First day of classes.
February 6-8, Monday-Wednesday  Change of program; late registration.
February 13, Monday  Lincoln’s Birthday (no classes).

* This calendar is subject to changes and/or modifications as are deemed necessary to guarantee the achievement of the educational mission of Hostos Community College.
February 21, Tuesday
February 20, Monday
February 24, Friday
March 3, Friday
March 19-26, Sunday-Sunday
March 31, Friday
March 31, Friday
April 22, Saturday
May 23, Tuesday
May 24-30, Wednesday-Tuesday
May 31, Wednesday
June 6, Tuesday

Conversion day; follow Monday's schedule.
Washington's Birthday (no classes).
Last day to officially withdraw without "W" recorded on transcript.
End of fourth week; last day for withdrawals.
Spring recess (no classes).
Last day to complete "Incomplete" grades from Fall 1977.
End of Cycle III.
Passover (no classes).
Last day of classes.
Examination week.
Memorial Day (no classes).
Commencement Day.

Summer Session 1977
May 8-12, Monday-Friday
June 19, Monday
July 4, Tuesday
July 7, Friday
July 27, Thursday

Summer Session registration.
First day of classes.
Independence Day (no classes).
Follow Tuesday's class schedule.
Last day of classes.
Class days in the fall semester, 1977

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Class days in the spring semester, 1978

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Examination Days 1977-78

1. **Class Meeting**
   - 8:00-9:15 a.m.
   - 11:00 a.m.-12:15 p.m.
   - 2:00-3:15 p.m.
   - 5:00-6:15 p.m.
   - 8:00-9:15 p.m.

   **Examination Period**
   - 8:00-10:45 a.m.
   - 11:00 a.m.-1:45 p.m.
   - 2:00-4:45 p.m.
   - 5:00-7:45 p.m.
   - 8:00-10:45 p.m.

Examination days: Find the Group of days your class meets. The circled day is the day of the examination.

2. **Class Meeting**
   - 9:30-10:45 a.m.
   - 12:30-1:45 p.m.
   - 3:30-4:45 p.m.
   - 6:30-7:45 p.m.

   **Examination Period**
   - 9:30 a.m.-12:15 p.m.
   - 12:30-3:15 p.m.
   - 3:30-6:15 p.m.
   - 6:30-9:15 p.m.

Examination days: Find the group of days your class meets. The circled day is the day of the examination.

It is possible that some students will have two overlapping examinations. If you have a conflict, please notify your instructor.
HOSTOS COMMUNITY COLLEGE

Hostos Community College was founded in 1968 by the City University of New York (CUNY). EugenioMaria de Hostos, a Puerto Rican educator and writer, named the college in his honor. Hostos opened its doors to a charter class of 623 students in September 1970. It is the first community college in the continental United States to honor a Puerto Rican. Hostos is located in the economically depressed South Bronx, and it was specifically designed to meet the needs of that community.

Hostos offers a wide variety of programs in the arts and sciences and career-oriented programs in business and health sciences. The college has been authorized by the New York State Board of Regents to award associate degrees in arts and sciences as well as appropriate diplomas and certificates. Hostos has received accreditation from the American Dental Association and Radiologic Technology.

HOSTOS GOALS

The official minutes of the Board of Higher Education (BHE) contain the following statement of support for Hostos Community College:

"No. C26. Organization of the Instruction and Management at Community College No. Eight [Hostos]:"

EUGENIO MARIA DE HOSTOS (1839-1903)

Puerto Rican educator, writer, and patriot, Eugenio Maria de Hostos was born in the island village of Rio Cañas. He attended elementary school in San Juan, and studied education and law in Spain at the Institute of Higher Education in Bilbao and the University of Madrid. He joined fellow students in efforts to liberalize Spain's colonial rule of Cuba and Puerto Rico and to abolish African slavery. In 1869, he left Madrid for New York City, where he joined other exiles in the Cuban Revolutionary Junta, working for the liberation of Cuba and Puerto Rico. Three years later, Hostos traveled to Latin America to recruit support for the liberation movement. In Peru, he protested the exploitation of Chinese immigrants. In Chile, he championed the opening of educational opportunities for women. In Argentina, he campaigned widely for the construction of the first trans-Andean railroad.

The government of Chile established a school for Hostos to implement his advanced concepts of education, and under his leadership, Liceo Miguel Luis Amunátegui became one of the foremost educational centers in Latin America.

When Puerto Rico fell from Spanish rule, Hostos returned to work once again for the island's independence. In 1898 he left for the Dominican Republic where he was appointed Director of the Central College and Inspector General of Public Education.

He is the author of such distinguished works as General Law of Public Education, History of Teaching, Comments on the Science of Teaching, and Reform in the Teaching of Law.
"RESOLVED, That the Board receive the report on the plans for the organization of the instruction and management of Community College Number Eight [Hostos], according to the systems approach, and applying techniques from audio-tutorial through computer-assisted instruction; and be it further "RESOLVED, That the Board expresses its support for the development of these plans over the next five- to ten-year period.

"EXPLANATION: The President reports that the demands which are expected to be made on Community College Number Eight require an individualized instructional program with a high degree of flexibility in the scheduling of instruction. The wide range of skills anticipated from the variety of students who seek admission to the college suggests the need for the organization of instruction according to the systems approach with maximum utilization of educational techniques—from audio-tutorial through computer-assisted instruction."

In keeping with the Board of Higher Education's support for Hostos, goals identified by the college and currently under development include the following:

Systems Learning Approach
Based on the knowledge that not everyone learns in the same fashion or at the same speed, the systems approach—the Hostos approach to instruction—is continually being developed and refined to more effectively help students find the programs, learning techniques, and rates of progress which best suit their individual needs. The educational media resources of the college, including slides, transparencies, films, and audio and video tapes, reflect the efforts of individual faculty members following the systems approach. The availability of these materials in each academic department will be based on the efforts of the faculty and the financial support provided for the college.

Bilingual Education
Recognizing the many advantages of acquiring basic language skills in both English and Spanish, it is the college's goal to enable Spanish-speaking students to begin at once receiving instruction in Spanish while taking intensive instruction in English. This plan allows Spanish-speaking students at Hostos to attain a level of fluency in English while taking instruction in Spanish.

Community Education
A vital college priority, the goal of providing community education is being pursued so that the college may become a continuing resource for community development. Programs in English as a second language, cultural and ethnic studies, and courses of study offering career mobility to adult workers, particularly those in the allied health and business fields, provide vital contributions to the community's strength, renewal, and potential.

HOSTOS APPROACH TO EDUCATION
Hostos Community College admits both recent high school graduates and those who have not attended classes for a long time.

Recognizing the necessity of properly placing students in the appropriate curriculum, a diagnostic and developmental skills program has been developed at Hostos. All entering freshmen are tested in basic English, mathematics, English-as-a-second language (ESL), and Spanish skills prior to their registration. On the basis of the results of these tests, students are prescribed the appropriate entry-level courses in these areas.

Instruction at Hostos Community College proceeds in the following manner:
1. At the beginning of each instructional unit, a student is given a list of performance objectives to guide his/her learning. These objectives tell the student what he/she must know or be able to do at the completion of the unit. In addition to the classroom experience, the following may be available.
A. Tutorials. A student can meet individually with an instructor or tutor at mutually convenient times.

B. Seminars. Departments will schedule seminars in which difficult topics will be reviewed and discussed. It is assumed that the student has already studied the topic and that he/she will bring his/her questions and observations to the seminar for discussion.

C. Audio Tapes. Tapes are available in some subject areas for use by students. The tapes contain lecture summaries or practice exercises.

D. Films, film strips, video tapes. These learning aids are available for some subject areas. They are recommended to students as an excellent way of improving skills.

E. Programmed texts. Programmed texts provide instruction in small steps and in addition require the student to accomplish short tasks along with his/her reading. Many students find it easier to study a programmed text rather than a standard text. Programmed texts in selected subject areas are available in the Hostos library.

2. When a student demonstrates his/her mastery of the objectives in ways prescribed by the instructor (such as passing a test, completing an assignment, or demonstrating a skill), he/she has completed the unit. In order to receive credit for the course, however, the student must complete every unit of the course and a final examination is required. In addition, some departments give proficiency examinations; credit can be received by successfully passing these examinations.

DEGREE PROGRAMS

Hostos Community College offers the associate in arts (A.A.) and associate in science (A.S.) degree programs which prepare a student for transfer with junior-year status to a four-year college upon graduation from Hostos, and the associate in applied science (A.A.S.) degree program which prepares a student for a specific career. In the health sciences, requirements for certification and licensure impose additional restrictions on the time required to complete the program.

Candidates for the A.A. degree study the arts and sciences. These include biology, Africana studies, English, mathematics, modern languages (French, Italian, Spanish), physical education/athletics, the physical sciences (chemistry, physics), Puerto Rican studies, the social sciences, and the visual and performing arts. Candidates for the A.A. degree may also study business administration.

Candidates for the A.S. degree follow programs which closely parallel the A.A. degree program, but which provide greater concentration in the mathematics or science areas in which they plan to major. In addition, there is no modern language requirement for the A.S. degree.

Candidates for the A.A.S. degree follow programs in which there is concentration in the applied field. The professional fields in which programs are offered currently include accounting, civil and public service, dental hygiene, early childhood education, medical laboratory technology, radiologic technology, and secretarial science.

In keeping with the regulations of the Commissioner of Education of the State of New York, a minimum of 30 credits of the total required in any of the degree programs must be completed at Hostos Community College.

Entering freshmen who are veterans of United States military service should note that beginning September 1972 they will be required to fulfill the physical education requirement for all degree programs which include it. Prior to September 1972 physical education was waived as a requirement for graduation for all veterans.
ADMISSIONS

Admission to the College

The admissions program of the college is administered by the Office of Admissions. Inquiries regarding admission should be directed to the following address:

Office of Admissions
Hostos Community College
City University of New York
475 Grand Concourse
Bronx, New York 10451
Telephone: (212) 960-1114, 1115

Persons wishing to make inquiries in person may visit the Admissions Office Monday through Friday from 9:00 a.m. to 5:00 p.m. (during the summer from 9:00 a.m. to 4:00 p.m.). On Monday evenings (except on holidays and during the summer) the office is open until 7:00 p.m.

The Admissions Office is located in Room 224, 475 Grand Concourse (at 149th Street), Bronx, New York.

An applicant for admission to the college may be approved for one of the college’s programs if he/she fulfills the following basic admission requirements and follows the procedures established for admission:

High School Diploma

A diploma from an accredited high school is required for admission to the college. A high school certificate is not an acceptable substitute for the diploma. A New York State Equivalency Diploma and General Education Development Examination may be substituted for a diploma. A USAFI diploma must be converted to a New York State Equivalency Diploma.

Residence

A resident of New York State who is admitted to Hostos as a matriculated student pays tuition (see Fees and Tuition). However, the residency of a student under 21 years of age is determined by the legal residency of his/her parents or legal guardian. The tuition charges for nonresidents of New York State admitted to the college are determined by the place of legal residency.

The New York State Education Law (Section 630, Paragraph 4) defines a New York State resident as “a person who has resided in New York State for a period of at least one year and in the country for a period of at least six months, both immediately preceding the date of such person’s registration in a community college.”

All New York State residents who live outside New York City and plan to register at Hostos Community College are required to secure a blank affidavit and certificate of residency from the Office of Admissions. The affidavit is to be completed and filed with the fiscal officer of the county of residency. The fiscal officer will complete the certificate of residency, which should be returned to the bursar before registration. A certificate of residency is valid for only one year from the date of issuance. New York State residents who live outside New York City and fail to submit a valid certificate of residency will be required to pay full tuition according to the schedule established for nonresidents.

Health

All students, regardless of their status, must submit, as part of their application, a medical examination report on the form provided by the college. In addition, students admitted to programs in the health sciences will be required to submit evidence of additional medical examinations before they will be eligible to participate in the clinical training aspects of their programs. These students should report to the office of the college physician (Room 201) immediately upon being notified of the date of their initial
registration so that they can receive specific instructions regarding the additional medical requirements.

Placement Examinations
All students who wish to take course work in English or in Spanish are required to take placement examinations in English and Spanish proficiency before registering for classes.

APPLICATION PROCEDURES

Securing an Application
The three application forms in use at the City University of New York (CUNY) are described below:

1. The "Regular application form" permits students to apply to as many as six regular college programs of CUNY on a single form. Even if the six are administered in six different units of the university, the student need file only one application.

2. The "special programs application" is designed for use by those students seeking admission to the university through the SEEK or College Discovery Programs. All applications for special programs are administered by the Office of Admission Services of the City University of New York. Hostos Community College does not have a SEEK Program; however, admission through College Discovery is offered to a limited number of students. It should be noted that those applicants not accommodated in these programs but who meet CUNY admission requirements will be automatically admitted to a regular community or senior college program.

3. The "foreign student application" is intended for use by all students who have completed more than one year of secondary school training outside the United States. Applicants must submit with their application a notarized photostat of their secondary school credentials. If the secondary school records are in a language other than English, an officially notarized translation of the records is required.

The prospective applicant may secure the appropriate application form either from his/her high school or from:

The Office of Admission Services
The City University of New York
875 Avenue of the Americas
New York, New York 10001

In addition, the Hostos Office of Admissions maintains a limited supply of all three application forms.

Where to Apply
The following applicants should complete either the regular or the special programs application form and return it directly to:

The University Application Processing Center
Box 148
Vanderveer Station
Brooklyn, New York 11210

1. Students who are presently attending high school and wish to be admitted as matriculated students (lower freshmen) at Hostos. The applicant must have completed at least six semesters (11th year) of high school.

2. Students who have earned an Equivalency Diploma and passed the General Education Development Examination.

3. Students who have been graduated from high school and have never attended any institution of higher learning.

4. Students who have had no more than one year of secondary schooling outside of the United States.
The following applicants may apply directly to Hostos Community College:
1. Students who have been graduated from high school and have attended any institution of higher learning. An applicant who has previously attended another college, university, or professional school must report that fact in his/her application and have the institution submit an official transcript, including an official statement of the conditions of withdrawal, directly to the Office of Admissions. Even if attendance at such a college was for a short period of time, and no grades were recorded, a certificate of honorable dismissal is required. (See Advanced Standing Admission.)
2. Students holding a Puerto Rican Graduate Equivalency Diploma (G.E.D.). These applicants will have their applications considered on an individual basis.

Application Fee
Each application must be accompanied by a money order for $20.00 made payable to the City University of New York.

Deadlines for Applications
All applications must be submitted by the following deadlines:
Lower freshmen applications:
(including foreign students)
January 15 for the fall half-academic year
October 15 for the spring half-academic year
Advanced standing applications:
(transfer students)
March 15 for the fall half-academic year
November 15 for the spring half-academic year
All applications filed late will receive consideration only if time and availability in specific programs permit action.

Notification Dates
Applicants for fall admission will be notified by mid-April; applicants for spring by mid-December. Applicants who file late applications will receive notification of action to be taken as soon as practicable.

ADVANCED STANDING ADMISSION
A student seeking advanced standing admission must have his/her records evaluated by the college to determine his/her matriculation status and the remaining requirements for the degree. This evaluation will be completed only after the student has been admitted and has indicated his/her intention to attend Hostos. The college offers credit to transfer students for those courses completed at other accredited colleges and universities which are comparable to those offered at Hostos, provided that the grades received are satisfactory. Only grades of "C" and above from another institution will receive transfer credit at Hostos. Generally, a student will receive a maximum of 30 credits with advanced standing (transfer credit). In some cases, the student might receive waivers of requirements or prerequisites for the degree at Hostos (without college credit) based on college courses completed elsewhere. It is in the best interest of each student admitted to Hostos to be placed at the level of development best suited for him/her. Personal counseling will be provided by department chairmen in each area to determine the precise point at which the student should enter the program. Students admitted with advanced standing may take only the total number of credits, plus four, required for their degree.
EXTENDED SINGLE SESSION

To accommodate students who may be employed full-time during the day, the college’s courses are offered from 8:00 a.m. through 9:15 p.m. from Monday through Friday. Classes are also offered on Saturdays. Spanish-language content courses are offered throughout each class day.

SUMMER SESSION

The college will normally attempt to meet student needs for courses during the summer months. The inclusion of any particular course among the summer offerings is based upon adequate registration.

TUITION FEE SCHEDULE

At a special meeting of the Board of Higher Education held on June 14, 1976, the following tuition fee schedule was proposed and approved by the Board and became effective at Hostos Community College in September 1976:

New York State Residents
- Full-time: $387.50 per semester
- Part-time: 35.00 per credit

Non-State Residents and Foreign Students
- Full-time: $712.50 per semester
- Part-time: 55.00 per credit

A resident student is one who has had his or her principal place of abode in the City of New York for a period of at least twelve consecutive months immediately preceding the first day of classes for the semester with respect to which the residency determination is made, and states his or her intention to permanently live and maintain his or her principal place of abode in New York City.

A full-time undergraduate student is one who is enrolled for twelve (12) credits or equivalent, or more. A part-time student is one who is enrolled for fewer than twelve (12) credits or equivalent.

The tuition fee rate to be charged shall be determined by a student’s status as a full- or part-time student and residency. Status as a matriculated or non-matriculated student shall not be taken into account in determining the tuition fee rate.

The schedule of tuition fees shall apply to all scheduled sessions, regardless of duration, subject to such special tuition fee rates as may be established by the Board.

A child of a member of the permanent staff of the board, or a child of a deceased or retired member of such staff who had served for more than five years on an annual salary, or a child of an employee of the City of New York or of a City agency who is required to live outside the City of New York in the performance of his or her official duties shall be charged resident rates.

The resident rate shall be applicable to a student of another college or university which grants in exchange resident rates to a student of a college within the City University of New York. Evidence of satisfactory educational qualifications must be presented and the approval of the president of such college within the City University of New York. Evidence of satisfactory educational qualifications must be presented and the approval of the president of such college within the City University is required.

Summer Session Tuition Fee Schedule

New York State Residents
$35.00 per credit

Non-state Residents and Foreign Students
$55.00 per credit
Refunds for Tuition Payments

<table>
<thead>
<tr>
<th>Withdrawal</th>
<th>Summer Session</th>
<th>Summer Session</th>
</tr>
</thead>
<tbody>
<tr>
<td>from course before the scheduled opening date of the session</td>
<td>100%</td>
<td>100%</td>
</tr>
<tr>
<td>from course in order to register at another unit of the City University during that semester</td>
<td>100%</td>
<td>100%</td>
</tr>
<tr>
<td>within one week after scheduled opening date of the session</td>
<td>75%</td>
<td>50%</td>
</tr>
<tr>
<td>during second week after scheduled opening date of the session</td>
<td>50%</td>
<td>25%</td>
</tr>
<tr>
<td>during the third week after scheduled opening date of the session</td>
<td>25%</td>
<td>NONE</td>
</tr>
<tr>
<td>after completion of third week after scheduled opening date of the session</td>
<td>NONE</td>
<td>NONE</td>
</tr>
</tbody>
</table>

A full (100%) refund of tuition, non-instructional and general fees (where applicable) is to be made in the event that:

(1) courses are cancelled by the college; (2) a student's registration is cancelled by the college.

Note: The number of refunds which an individual student is allowed will be limited under conditions imposed by each college.

Special Fees (for all students—matriculated and non-matriculated)

a. Application for admission (payable at registration time if not paid already) | $20.00
b. Student activities fee:
   Fall semester: | $30.00
   Spring semester: | $30.00
   Summer: | $20.00
c. Transcripts (no charge for transcripts sent to colleges of the City and State Universities of New York): | $4.00
d. Late registration: | $15.00
e. Change of program: | $20.00
f. Duplicate of I.D. photo card: | $5.00

Other Expenses

In general, expenses other than tuition and fees for a full-time student are limited to the cost of books and supplies. This amounts to approximately $250.00 per year.

Special Program Expenses

Students enrolled in certain programs will be required to purchase special equipment and supplies. The following chart is an estimate of what will be required in health sciences programs:
<table>
<thead>
<tr>
<th>Item</th>
<th>Dental</th>
<th>Radiologic Technology</th>
<th>Medical Lab Technology</th>
</tr>
</thead>
<tbody>
<tr>
<td>Uniforms</td>
<td>$82.00 (4)</td>
<td>$34.00 (2)</td>
<td>$25.00</td>
</tr>
<tr>
<td>Shoes</td>
<td>15.00</td>
<td>15.00</td>
<td></td>
</tr>
<tr>
<td>Lab coats</td>
<td>15.00</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Instruments</td>
<td>190.00</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Name tags, patches, caps, scissors</td>
<td>5.00</td>
<td>6.00</td>
<td></td>
</tr>
<tr>
<td>Film markers</td>
<td></td>
<td>3.00</td>
<td></td>
</tr>
<tr>
<td>Notebook (technique)</td>
<td></td>
<td>.75</td>
<td></td>
</tr>
<tr>
<td>Slide ruler</td>
<td>10.00</td>
<td></td>
<td>5.00</td>
</tr>
<tr>
<td>Malpractice insurance</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Class pin</td>
<td>40.00</td>
<td>10.00</td>
<td></td>
</tr>
<tr>
<td>Junior American Dental Hygiene Association</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>(JADHA) membership and dues</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Totals</td>
<td>$357.00</td>
<td>$68.75</td>
<td>$30.00</td>
</tr>
</tbody>
</table>

**RECORDS**

The Office of the Registrar (Room 236) is the repository of the student’s college records. The staff of the Registrar’s Office will supply students with information related to their college records and refer those students requiring additional assistance to the proper college official.

Following are explanations of various items pertaining to the student’s college record and descriptions of services available to the students, faculty, and staff of the college:

**Student Identification Number and Card**

When a student files his/her initial application to attend Hostos, he/she is asked to supply the college with his/her social security number. This number becomes the student’s identification number. The purpose of the identification number is to prevent the misfiling of any student records and to enable the college to utilize its data processing facilities and programs in keeping student records. Entry to the data bank is by numeric identification of the student. The use of the social security number eliminates the need to assign another number to the student.

**Transcripts and Certified Statements**

To secure a transcript, complete the transcript request form available in the office of the registrar. There is a charge of $4.00 per transcript requested to be sent; however, transcripts to be sent to another college of the City University of New York or the State University of New York are forwarded free of charge.

Transcripts are never sent automatically, whether for transfer, employment, or any other reason; each must be specifically requested. This is done to safeguard the privacy of the student’s official record from unauthorized reviews.

Certified statements required for such things as proving current or past attendance may be secured, without charge, upon filing of an application available in the Office of the Registrar.

**Changes of Name and/or Address**

Any change of address or name must be reported to the college on the form available in the Registrar’s Office. In the case of a change of name because of marriage, the student should report the change and indicate whether she wants to retain her maiden name on all of her college records. In the case of a change of name because of court order, it is necessary for the student to produce the court order at the time of reporting the change. The court order will be returned to the student.
Veterans' Affairs
All students who plan to receive educational benefits under the provisions of the GI Bill must report to the Veterans Administration, 252 Seventh Avenue, New York, New York, prior to registering to secure a “certificate of eligibility.” The veteran should then report to the Registrar’s Office with the form. It is necessary for every veteran attending Hostos to report to the Registrar’s Office each successive session (that is, in September, January, and June) to initiate a VA Form 21E-1999.

Foreign Students
Foreign students who are studying on student visas and registering for the first time at Hostos Community College must report to the Office of Admissions after registration in order to initiate an “I-20” form.

REQUESTS FOR PERMITS TO ATTEND ANOTHER COLLEGE
The student is responsible for securing a bulletin from the prospective host college and fulfilling whatever requirements it may establish for his/her attendance there. In addition, the student must report to the registrar’s office to arrange for a permit to attend another college. This is required to insure that the student will receive credit toward his/her degree at Hostos. Permits granted to students to attend other units of the City University include waivers of tuition. In order for a student to obtain a permit to transfer, he/she must have attained a grade of at least “C” in every course.

HOW TO TRANSFER TO ANOTHER COLLEGE
A student who has decided to apply for transfer to another college must contact that institution and comply with the requirements for admission set down by its administration. The student should arrange for an official transcript from Hostos to be sent in support of his/her application for admission. All questions concerning specific information should be directed to the office of admission at the school to which the student is seeking admission. Any Hostos student who contemplates such a transfer should arrange to see his college counselor to discuss the advisability of the transfer before making a final decision. It is necessary for all students transferring, with the exception of those who transfer upon graduation from Hostos, to arrange for a leave of absence.

Note: On April 5, 1976, the Board of Higher Education passed the following resolution:
“RESOLVED, That students moving to the upper divisions of a four-year college either from the lower divisions of the college or from a community college within the University system or outside of it must provide evidence, in accordance with a standard to be determined by the Chancellor, that they have attained a level of proficiency in basic learning skills necessary to cope successfully with advanced work in the academic disciplines.”

APPLICATION FOR LEAVE OF ABSENCE
Any student who decides, upon consultation with his/her counselor, to arrange for a leave of absence from Hostos must file a properly completed application for the “leave.” The major purposes of filing an application for leave of absence are to clear the student’s record and make it possible for him/her to return to the college with relative ease and to set down clearly the terms of the student’s future matriculation and financial aid, when applicable. Blank forms are available in the Office of the Registrar.
READMISSION

A student who has been granted a leave of absence and wishes to return to matriculate at Hostos should contact the registrar at least one month prior to the beginning of classes in a given session of the college.

REINSTATEMENT

A student who has lost his/her matriculation and wishes to return to matriculation status, after having fulfilled the conditions set down at the time of his/her dismissal, should contact the registrar at least one month prior to the beginning of classes in a given session of the college.

CHANGE OF CURRICULUM

The opportunity for all students at Hostos Community College to change their career and/or educational objectives is provided for. Students wishing to change their curriculum area should report to the Office of the Registrar to place their names on the waiting list for the program in which they wish to enroll. Priority will be given to students already enrolled at Hostos. As openings occur, eligible students will receive instructions by mail from the Office of the Registrar.

APPLICATION FOR GRADUATION

At least six months prior to the date of expected graduation, the student must file an application for graduation. This will provide time for the Office of the Registrar to check the student’s records thoroughly and thus insure his/her graduation.
Counseling
The Counseling Department provides continuing academic and personal counseling for students. The counseling process begins when a student is admitted to the college; at that time, counselors offer an orientation program to acquaint freshmen with the various programs and services offered at Hostos. In addition, an ongoing freshman developmental seminar is offered to first-term students in order to provide more extensive knowledge about the college, and to assist students in acquiring the skills needed for succeeding academically and making reasoned educational and career decisions.

Students may meet with counselors both individually and in groups and may receive continuing academic advisement and counseling. Career planning is discussed, and personal problems which may be impeding academic progress are explored. Students are aided in finding viable alternatives which can help them to resolve their difficulties. The need for academic remediation may be revealed, in which case a developmental skills program might be prescribed. Social problems and family conflicts often interfere with a student’s academic progress and require the support offered by counseling. Counselors work closely with the instructional staff to diagnose sources of difficulty and to facilitate and maximize the progress of students.

Peer Counseling
Peer counselors are carefully selected students who are trained and supervised by the professional counseling staff to offer extensive academic advisement and counseling. Students may avail themselves of the services of peer counselors to plan their academic programs and to review their progress in detail. The peer counselors also staff the College Information Center (Room 219), where students may drop in to ask questions and receive information regarding any college processes or procedures.

Counseling Referrals
Students may go directly to the peer counseling center for academic counseling, advisement, or information. They may also seek out the services of any one of the professional counselors. Faculty members are encouraged to refer students for academic, vocational, or personal matters, to the director of counseling, who coordinates all referrals.

Job Placement and Development
In the Placement Office (Room 245), students are offered vocational guidance and job placement services. Major companies send representatives to the college to discuss opportunities for employment and to recruit qualified students. The job placement officer develops jobs in the community and refers interested students to these positions. Job-hunting techniques, preparation of résumés, and interview behavior are discussed with students. Students interested in obtaining employment are encouraged to register with the Placement Office.

Student Activities
The student activities counselors assist students in developing social and cultural programs, providing opportunities for group interaction, and developing a framework within which student leadership may develop. Counselors assist in developing and organizing dances, clubs, a college newspaper, lectures, and fund-raising activities. The student government works closely with counselors in developing these activities. Faculty members serve as advisors to these activities. The Student Activities Office is located in Room 303 (ext. 1135).

Transfer Counseling
The Transfer Counseling Office (Room 239, ext. 1123) provides counseling for students who are graduating and transferring from Hostos to senior colleges. Articulation
agreements have been established with both public and private colleges in order to facilitate the transfer of credits earned at Hostos. Students who have completed 34 credits are expected to meet with the transfer counselor to discuss their transfer to senior colleges.

Veterans Affairs

Veterans and dependents of veterans are entitled to a variety of benefits. Any questions or problems about benefits or procedures necessary for applying for benefits should be brought to the veterans advisor. A veterans club has been developed to increase services to veterans and to help veterans utilize the full services of the college. Students interested in being part of this should inquire at the Office of Veteran Affairs (Room 306, ext. 1109, 1055). Veterans are required periodically to obtain the signatures of their instructors as evidence of their attendance of classes.

College Discovery

The College Discovery Program is a specially funded program of the City University of New York (CUNY). In order to be eligible, students must apply and meet criteria prior to admission to the college. Once accepted by a CUNY college, a student cannot apply. College Discovery students receive financial assistance to cover registration fees, books and other educational expenses. Upon completion of the associate degree, College Discovery students may transfer to a SEEK Program at a CUNY senior college. The College Discovery unit, in cooperation with other units of the Student Services Department, offers a variety of innovative programs to the entire college community. The College Discovery Office is located in Room 315.

Student Health Services

The student health services unit is staffed by a part-time college physician and two full-time registered college nurses. At present, the following health services are available to students:

- Routine and diagnostic physical examinations.
- First aid and emergency treatment.
- Counseling and advice on general health matters.
- Referrals to health agencies of the City of New York which provide such services as chest X-rays, immunizations, prenatal care, and blood tests.

In order to provide more effective service to the student body, an appointment system for physical examinations has been instituted. The college nurse is responsible for making appointments.

College Physician's Schedule

Monday 10 a.m. to 2 p.m.
Wednesday 11 a.m. to 4 p.m.
Thursday 11 a.m. to 2 p.m.
Friday 4 p.m. to 7 p.m.

College Nurse's Schedule

Monday-Friday 9 a.m. to 9 p.m.

Until a free or low-cost prescription program for students is established, those students who have medical insurance or prescription plans—for example, Medicaid, Blue Cross or Local 1199 or Local 420 prescription plans—are advised to bring their identification cards at the time of the doctor's visit.

The college physician will also be available for telephone consultation from 9 a.m. to 5 p.m., Monday through Friday (ext. 1129) in Room 201.

Tuition Assistance and Financial Aid

A State Tuition Assistance Plan (TAP) for eligible full-time students and a City University Tuition Fee Assistance Plan (CAP) for eligible part-time students are
available for students requiring financial assistance in meeting their tuition costs. Various forms of financial aid are also available to help students meet the costs of attending college. Students interested in obtaining further information about tuition assistance and financial aid should report to the Financial Aid Office (Room 230, ext. 1116, 1117) to examine available aid programs.

POLICY ON ACADEMIC STANDARDS

The Board of Higher Education of the City University of New York approved the following policy on academic standards at a meeting held on April 5, 1976:

Grades
CR—Credit—Indicates that the student has achieved the objectives of a course.
I—Incomplete—Indicates that the objectives of a module have not been completed for good and sufficient reasons and that there is reasonable expectation that the student can in fact successfully complete the requirements of the course. No “I” grades are given in the summer session.
W—Withdrawal without penalty—Indicates that the student has good and sufficient reasons for withdrawing from the course and is doing so at a time when he or she is doing passing work in the course.

Note: No-credit grades, failing grades (F), withdrawal grades, and their equivalents shall be incorporated in the student’s cumulative average for the purpose of determining academic standing and satisfactory progress toward a degree. It should be further noted that the college is reconsidering its grading policy at this time. Adoption of a letter grading system will influence the college’s policy of progress toward a degree.

Student Retention Standards: Satisfactory Rate Of Progress

The following tables indicate the minimum cumulative index which must be earned at specified levels of credits attempted and the satisfactory rate of progress expected in each block of credits or equated credits attempted:

Table A

<table>
<thead>
<tr>
<th>Credits Attempted</th>
<th>Minimum Cumulative GPA (Index)*</th>
</tr>
</thead>
<tbody>
<tr>
<td>0 - 12</td>
<td>1.50</td>
</tr>
<tr>
<td>13 - 24</td>
<td>1.75</td>
</tr>
<tr>
<td>25 - Upward</td>
<td>2.0</td>
</tr>
</tbody>
</table>

Table B

<table>
<thead>
<tr>
<th>Credits or Equated</th>
<th>Minimum Satisfactory Rate of Completion</th>
</tr>
</thead>
<tbody>
<tr>
<td>Block I (12 Credits)</td>
<td>50%</td>
</tr>
<tr>
<td>Block II (24 Credits)</td>
<td>66%</td>
</tr>
<tr>
<td>Block III (25 Credits - Upward)</td>
<td>75%</td>
</tr>
<tr>
<td>Each Subsequent Semester</td>
<td>75%</td>
</tr>
</tbody>
</table>

*Grade Point Average (Index) is calculated on a cumulative basis (Table A) and Rate of Progress is calculated in blocks (Table B).

Example: Rate of Progress should be calculated when the student completes the first block of 12 credits or equated credits. All credits attempted in that semester, even though in excess of 12, are considered part of Block I. A first-semester student attempting 15 or 18 credits, for example, would be progressing satisfactorily if 50 percent of the total number of credits attempted were completed satisfactorily.

Students should be evaluated for Block II when 24 credits are completed. If the above student completed 12 credits in the next semester he/she would have a total of 27 or 30
credits; however, only the 12 credits would be evaluated for Block II and a 66 percent rate of progress would be expected. Credits evaluated in a previous block are not evaluated again. Rate of Progress is not cumulative.

All credits attempted after Block II are evaluated each semester, with a satisfactory completion level of 75 percent expected.

The following grades are not computed for GPA (Index) or Rate of Progress until a value can be assigned to replace them:

"ABS" = Absence; "INC" = Incomplete;
"PEN" = Pending; ‘Y’ = Year Course of Study Must Continue to Completion

Probation

Students who fail to achieve required standards will be placed on probation for one semester. Students who fail to achieve the required standards while on probation will be dropped from the University. The normal academic appeals procedure of each college will continue to consider individual cases and to make such exceptions to the implementation of these guidelines as circumstances may warrant.

Readmission

Students may not be readmitted until they have been separated from the University for at least one semester or equivalent calendar time. Readmission shall be upon successful application to the appropriate faculty committee. Students who are separated from the University may not enroll for credit-bearing courses in any unit of the University in any status.

TOTAL WITHDRAWALS FOR MEDICAL REASONS

Students seeking to withdraw totally from the college for medical reasons may obtain a waiver of the "Unsatisfactory" Rate of Progress. Students are advised to consult with the Dean of Student Services if they wish to obtain such a waiver.

ATTENDANCE

Students at Hostos Community College are required to attend all classes scheduled for each course for which they are registered. Limited absences are permitted only when:

1. The teacher assigns the student to some alternate learning activity related to the course, and
2. This activity consists of work employing audio-tutorial or other learning aids, in the educational media services center and is directly related to the course, or
3. The student is assigned to research activity which will result in a written project that goes beyond the content that might normally be covered in the course.

It is assumed that, in such cases, student and teacher will confer regularly, and that the teacher will be aware of student progress and any problems the student may encounter in his/her course of study.

Faculty members are to maintain attendance records, and to report to the Registrar, Associate Dean of Students, and Financial Aid Office excessive absences which might indicate that students require counseling or that students are no longer in attendance at the college.

Each academic department is free to develop a more specific policy on attendance within the general college-wide framework.

Note: A student who has not attended 75 percent of required class sessions during the first four weeks of the course and has not formally withdrawn from the course will receive an NC (No Credit).
MAXIMUM STUDENT COURSE LOAD

The maximum course load for a student is not to exceed 18 credits or a combination of 22 credits and contact hours. Science laboratories, clinicals, and physical education courses will be counted as credits, not as clock hours.

Exceptions to this policy are to be approved by the Dean of Faculty. Students requesting exceptions must bring with them the latest transcript in their possession. There are two possible reasons for making exceptions:
1. The student completed all 18 credits or 22 contact hours attempted in the previous semester.
2. A student who is not on probation needs three additional credits in order to complete the graduation requirements.

NOTICE TO ALL STUDENTS AND FORMER STUDENTS RE FEDERAL EDUCATION RIGHTS AND PRIVACY ACT OF 1974

The Federal Education Rights and Privacy Act of 1974 and regulations pursuant thereto grant you the following rights:
1. To be advised of the types of student records and the information contained therein which are maintained by the college.
2. To be advised of the name and position of the official responsible for the maintenance of each type of record, the persons who have access to those records, and the purposes for which they have access.
3. To be advised of the policies of the college for reviewing and expunging those records.
4. To be advised of the procedures for granting you your access rights to your student records.
5. To be advised of the procedures for challenging the content of your student records.
6. To be advised of the cost, if any, which will be charged you for reproducing copies of your student records.
7. To be advised of all your other rights and requirements for the Federal Education Rights and Privacy Act of 1974 and the regulations promulgated thereunder.

All of the above information may be obtained from the Student Services Office in Room 209 during the hours of 9:00 a.m. to 6:00 p.m., Monday through Friday, while classes are in session. The following categories of information concerning individual students and former students will, except as indicated below, be made available to the general public: name, attendance dates, telephone listing, date and place of birth, major field of study, participation in officially recognized activities and sports, weight and height of members of athletic teams, degrees and awards received, and the most recent previous educational agency or institution attended by the student.

Any student or former student may require that any or all of the above information not be released without his/her prior written consent, by completion of a form available in the Registrar's Office. The form may be completed, withdrawn, or modified during the hours of 9:00 a.m. to 4:30 p.m., Monday to Friday.

STATEMENT ON PUBLIC ORDER:

Policy of the City University of New York on Student Decorum

RESOLVED, That the Board of Higher Education in compliance with Chapter 191 of the Laws of 1969, hereby adopt the following rules and regulations for the maintenance of public order on college campuses and other college property used for educational purposes.
Rules and Regulations for the Maintenance of Public Order Pursuant to Article 129A of the Education Law

The tradition of the university as a sanctuary of academic freedom and center of informed discussion is an honored one, to be guarded vigilantly. The basic significance of that sanctuary lies in the protection of intellectual freedoms: the rights of professors to teach, of scholars to engage in the advancement of knowledge, of students to learn and to express their views, free from external pressures or interference. These freedoms can flourish only in an atmosphere of mutual respect, civility and trust among teachers and students, only when members of the university community are willing to accept self-restraint and reciprocity as the condition upon which they share in its intellectual autonomy.

Academic freedom and the sanctuary of the university campus extend to all who share these aims and responsibilities. They cannot be invoked by those who would subordinate intellectual freedom to political ends, or who violate the norms of conduct established to protect that freedom. Against such offenders the university has the right, and indeed the obligation, to defend itself. We accordingly announce the following rules and regulations to be in effect at each of our colleges which are to be administered in accordance with the requirements of due process as provided in the Bylaws of the Board of Higher Education.

With respect to enforcement of these rules and regulations we note that the Bylaws of the Board of Higher Education provide that:

THE PRESIDENT. The president, with respect to his educational unit, shall:

"a. Have the affirmative responsibility of conserving and enhancing the educational standards of the college and schools under his jurisdiction;

"b. Be the advisor and executive agent to the Board and of his respective College Committee and as such shall have the immediate supervision with full discretionary power in carrying into effect the bylaws, resolutions and policies of the Board, the lawful resolutions of any of its committees and the policies, programs and lawful resolutions of the several faculties;

"c. Exercise general superintendence over the concerns, officers, employees and students of his educational unit."

I. Rules

1. A member of the academic community shall not intentionally obstruct and/or forcibly prevent others from the exercise of their rights. Nor shall he interfere with the institution's educational process or facilities, or the rights of those who wish to avail themselves of any of the institution's instructional, personal, administrative, recreational, and community services.

2. Individuals are liable for failure to comply with lawful directions issued by representatives of the University/college when they are acting in their official capacities. Members of the academic community are required to show their identification cards when requested to do so by an official of the college.

3. Unauthorized occupancy of University/college facilities or blocking access to or from such areas is prohibited. Permission from appropriate college authorities must be obtained for removal, relocation and use of University/college equipment and/or supplies.

4. Theft from or damage to University/college facilities or blocking access to or from such areas is prohibited. Permission from appropriate college authorities must be obtained for removal, relocation and use of University/college equipment and/or supplies.

5. Each member of the academic community or an invited guest has the right to advocate his position without having to fear abuse, physical, verbal, or otherwise from
others supporting conflicting points of view. Members of the academic community and other persons on the college grounds, shall not use language or take actions reasonably likely to provoke or encourage physical violence by demonstrators, those demonstrated against, or spectators.

6. Action may be taken against any and all persons who have no legitimate reason for their presence on any campus within the University/college, or whose presence on any such campus obstructs and/or forcibly prevents others from the exercise of their rights or interferes with the institution's educational processes or facilities, or the rights of those who wish to avail themselves of any of the institution's instructional, personal, administrative, recreational, and community services.

7. Disorderly or indecent conduct on University/college-owned or controlled property is prohibited.

8. No individual shall have in his possession a rifle, shotgun or firearm or knowingly have in his possession any other dangerous instrument or material that can be used to inflict bodily damage upon a building or the grounds of the University/college without the written authorization of such educational institution. Nor shall any individual have in his possession any other instrument or material which can be used and is intended to inflict bodily harm on an individual or damage upon a building or the grounds of the University/college.

II. Penalties

1. Any student engaging in any manner in conduct prohibited under substantive Rules 1-8 shall be subject to the following range of sanctions as hereafter defined in the attached Appendix: admonition, warning, censure, disciplinary probation, restitution, suspension, expulsion, ejection, and/or arrest by the civil authorities.

2. Any tenured or non-tenured faculty member, or tenured or non-tenured member of the administrative or custodial staff engaging in any manner in conduct prohibited under substantive Rules 1-8 shall be subject to the following range of penalties: warning, censure, restitution, fine not exceeding those permitted by law or by the Bylaws of the Board of Higher Education, or suspension with/without pay pending a hearing before an appropriate college authority, dismissal after a hearing, ejection, and/or arrest by the civil authorities. In addition, in the case of a tenured faculty member, or tenured member of the administrative or custodial staff engaging in any manner in conduct prohibited under substantive Rules 1-8 shall be entitled to be treated in accordance with applicable provisions of the Education Law or Civil Service Law.

3. Any visitor, licensee, or invitee, engaging in any manner in conduct prohibited under substantive Rules 1-8 shall be subject to ejection, and/or arrest by the civil authorities.

Sanctions Defined:

A. ADMONITION. An oral statement to the offender that he has violated university rules.

B. WARNING. Notice to the offender, orally or in writing, that continuation or repetition of the wrongful conduct, within a period of time stated in the warning, may be cause for more severe disciplinary action.

C. CENSURE. Written reprimand for violation of specified regulation, including the possibility of more severe disciplinary sanction in the event of conviction for the violation of any university regulation within a period stated in the letter of reprimand.

D. DISCIPLINARY PROBATION. Exclusion from participation in privileges or extracurricular activities as set forth in the notice of disciplinary probation for a specified period of time.

E. RESTITUTION. Reimbursement for damage to or misappropriation of property. Reimbursement may take the form of appropriate service to repair or otherwise compensate for damages.
F. SUSPENSION. Exclusion from classes and other privileges or activities as set forth in the notice of suspension for a definite period of time.

G. EXPULSION. Termination of student status for an indefinite period. The conditions of readmission, if any is permitted, shall be stated in the order of expulsion.

H. COMPLAINT TO CIVIL AUTHORITIES.

I. EJECTION.

RESOLVED, That a copy of these rules and regulations be filed with the Regents of the State of New York and with the Commissioner of Education.

RESOLVED, That these rules and regulations be incorporated in each college bulletin.

Adopted by the Board of Higher Education June 23, 1969, Calendar No. 3(b).

THE DIVISION OF COMMUNITY AND CONTINUING EDUCATION

The Division of Community and Continuing Education offers a wide variety of courses which are seldom offered as components of degree-granting programs. These courses are designed to meet the interests and needs of the people of the South Bronx and similar communities. The non-credit offerings are not listed here but information about them can be obtained at the Office of Community and Continuing Education, Room 331.

Most of the courses offered in this division are non-credit bearing and are usually free of charge. Many courses are offered in English and in Spanish. All offerings are taught by qualified experts in the respective subject areas.

LIBRARY SERVICES

Location
The library is located on the first floor of the Concourse building, one floor below the main entrance to the College.

Hours
- Fall and Spring: 9 a.m. - 8 p.m.
- Summer: 9 a.m. - 5 p.m.
- Friday: 9 a.m. - 5 p.m.
- Saturday, Sunday: Closed
- Major Holidays: Closed

Learning Resources Center
Located in Room 108, adjoining the main reading room, the learning resources center is available for independent and individualized learning. Group listening and viewing may be arranged by contacting the circulation desk two days in advance. The center contains live carrels and a variety of audiovisual equipment, and it is reserved exclusively for the use of this equipment and related materials such as films, tapes, records, and cassettes.

Copying Service
A coin-operated machine is available in the Reading Room. The fee is 10¢ per copy.

Audiocassette Duplication
Audiocassette duplication service is available at the circulation desk. Students should bring their own cassettes as the library has only a very limited number of cassettes for loan.

Transparency Production
The library will make transparencies for patrons who request them. Requestors should have their own materials.
Circulation
Most materials circulate for two weeks and are renewable for an additional two weeks. These materials do not circulate: reference books, archival materials, periodicals, newspapers.

Reserve Materials
Reserve materials may be used inside or outside of the library for a two-hour period during the day. They may be borrowed for home use at 5 p.m., Monday through Thursday and at 4 p.m. on Friday. They are due back by 10 a.m. the next day the library is open. Single copies do not circulate for home use.

Fines
General Circulating Books: 10¢ each day
Reserve Books:
  50¢ first hour overdue
  50¢ for rest of day
  50¢ for each succeeding day to a maximum of $10.00
Borrowers must pay for lost or damaged materials, and home-use borrowing privileges are suspended until fines are paid and overdue materials are returned.

Borrowing Procedures
1. Look up the material you want in the card catalog. (Please ask a librarian for assistance if you need it.)
2. Complete the request slip at the table.
3. Take the request slip to the circulation desk.
4. Show your current I.D. card, and, where necessary, write your name and I.D. number on the charge card in the material.
5. Borrowers must temporarily leave their I.D. cards at the desk when borrowing newspapers, periodicals, and reference, reserve, and archival materials.
REGISTERED PROGRAMS APPROVED BY NEW YORK STATE EDUCATION DEPARTMENT

<table>
<thead>
<tr>
<th>Program Name</th>
<th>Degree</th>
</tr>
</thead>
<tbody>
<tr>
<td>Accounting</td>
<td>A.A.S.</td>
</tr>
<tr>
<td>Business Administration</td>
<td>A.A.</td>
</tr>
<tr>
<td>Civil and Public Service</td>
<td>A.A.S.</td>
</tr>
<tr>
<td>Dental Hygiene</td>
<td>A.A.S.</td>
</tr>
<tr>
<td>Early Childhood Education</td>
<td>A.A.S.</td>
</tr>
<tr>
<td>Humanities-Social Science</td>
<td>A.A.</td>
</tr>
<tr>
<td>Mathematics-Science</td>
<td>A.S.</td>
</tr>
<tr>
<td>Medical Laboratory Technology</td>
<td>A.A.S.</td>
</tr>
<tr>
<td>Radiologic Technology</td>
<td>A.A.S.</td>
</tr>
<tr>
<td>Secretarial Science-Executive</td>
<td>A.A.S.</td>
</tr>
<tr>
<td>Secretarial Science-Medical</td>
<td>A.A.S.</td>
</tr>
</tbody>
</table>

Note: Hostos Community College is now in the process of defining basic skills prerequisites for all courses offered at the college. These prerequisites will be published at a later date.

REQUIREMENTS FOR ASSOCIATE IN ARTS (A.A.) AND ASSOCIATE IN SCIENCE (A.S.) DEGREES

A minimum of 64 credits is required for either the A.A. or A.S. degree and must include the specified number of credits in each subject area indicated below. Students planning to continue studies leading to a B.A. or B.S. degree should contact either the counseling center or the appropriate department chairman or program director at Hostos for information regarding suggested concentrations and procedures for applying to senior colleges. Suggested programs of study for students planning to transfer to a four-year college and continue studies toward a degree in an area not included in the Hostos curriculum can be developed in consultation with a counselor in the Student Services Department. Students entering before September 1, 1976, will follow the requirements in effect at that time or follow these requirements:

<table>
<thead>
<tr>
<th></th>
<th>Associate in Arts</th>
<th>Associate in Science</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>12 credits</td>
<td>12 credits</td>
</tr>
<tr>
<td>English</td>
<td>12 credits</td>
<td>6 credits</td>
</tr>
<tr>
<td>Social Sciences</td>
<td>9 credits</td>
<td>(same discipline)</td>
</tr>
<tr>
<td>Modern Languages</td>
<td>6 credits</td>
<td>No requirement</td>
</tr>
<tr>
<td>Mathematics</td>
<td>6 credits</td>
<td>12-14 credits</td>
</tr>
<tr>
<td>Visual and Performing Arts,</td>
<td>6 credits</td>
<td>3 credits</td>
</tr>
<tr>
<td>African Studies, or Puerto</td>
<td>2 credits</td>
<td>2 credits</td>
</tr>
<tr>
<td>Rican Studies</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Science</td>
<td>8 credits</td>
<td>24 credits (one science for 2 years, either biology, chemistry, or physics, plus a one-year sequence in a different science)</td>
</tr>
<tr>
<td>Electives</td>
<td>15 credits</td>
<td>6-9 credits</td>
</tr>
<tr>
<td>Total</td>
<td>64 credits required for degree</td>
<td>64 credits required for degree</td>
</tr>
</tbody>
</table>

Note: Three-quarters of the work for the associate in arts (A.A.) degree shall be in the liberal arts and sciences; one-half of the work for the associate in sciences (A.S.) degree shall be in the liberal arts and sciences.
ENGLISH REQUIREMENTS FOR THE A.A. AND A.S. DEGREES

1. No student can graduate without taking ENG 1302 Introduction to Composition I.
2. All students registered for English-as-a-Second-Language (ESL) courses must take an appropriate-level English reading course at the same time. These reading courses are the following: ESL 1393, ESL 1394, ENG 1396, ENG 1397.
3. Students in ENG 1300 Basic Composition must take an appropriate-level English reading course at the same time.
4. Students in the Libra program must take ENG 1398 at the same time.
5. For students registered for the Elementary ESL sequence, the graduation requirements for English will be as follows:
   
<table>
<thead>
<tr>
<th>Course</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>ESL 1316</td>
<td>4</td>
</tr>
<tr>
<td>ESL 1322</td>
<td>2</td>
</tr>
<tr>
<td>ESL 1332</td>
<td>2</td>
</tr>
<tr>
<td>ESL 1300</td>
<td>3</td>
</tr>
<tr>
<td>ESL 1302</td>
<td>3</td>
</tr>
<tr>
<td></td>
<td>14</td>
</tr>
</tbody>
</table>

6. For students placed in the Intermediate ESL level, the graduation requirements for English will be as follows:
   
<table>
<thead>
<tr>
<th>Course</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>ESL 1322</td>
<td>2</td>
</tr>
<tr>
<td>ESL 1332</td>
<td>2</td>
</tr>
<tr>
<td>ENG 1300</td>
<td>3</td>
</tr>
<tr>
<td>ENG 1302</td>
<td>3</td>
</tr>
<tr>
<td>ENG 1303</td>
<td>3</td>
</tr>
<tr>
<td>ENG 1305</td>
<td>3</td>
</tr>
<tr>
<td></td>
<td>13</td>
</tr>
</tbody>
</table>

7. For students placed at the Advanced ESL level, the graduation requirements for English will be as follows:
   
<table>
<thead>
<tr>
<th>Course</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>ESL 1332</td>
<td>2</td>
</tr>
<tr>
<td>ENG 1300</td>
<td>3</td>
</tr>
<tr>
<td>ENG 1302</td>
<td>3</td>
</tr>
<tr>
<td>ENG 1303</td>
<td>3</td>
</tr>
<tr>
<td>ENG 1305</td>
<td>3</td>
</tr>
<tr>
<td>ENG elective</td>
<td>3</td>
</tr>
<tr>
<td></td>
<td>14</td>
</tr>
</tbody>
</table>

8. For Libra students, the graduation requirements for English will be as follows:
   
<table>
<thead>
<tr>
<th>Course</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>ENG 1301</td>
<td>6</td>
</tr>
<tr>
<td>ENG 1302</td>
<td>3</td>
</tr>
<tr>
<td>ENG 1303</td>
<td>3</td>
</tr>
<tr>
<td>ENG 1305</td>
<td>3</td>
</tr>
<tr>
<td></td>
<td>15</td>
</tr>
</tbody>
</table>

9. For students placed in ENG 1302, Introduction to Composition I, the graduation requirements for English will be as follows:
   
<table>
<thead>
<tr>
<th>Course</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>ENG 1302</td>
<td>3</td>
</tr>
<tr>
<td>ENG 1303</td>
<td>3</td>
</tr>
<tr>
<td>ENG 1305</td>
<td>3</td>
</tr>
<tr>
<td>ENG elective</td>
<td>3</td>
</tr>
<tr>
<td></td>
<td>12</td>
</tr>
</tbody>
</table>
ACCOUNTING

The need for professionally trained men and women to fill various positions in business and industry is a vital concern of the Hostos Accounting Program.

Candidates for the associate in applied science (A.A.S.) degree will be given extensive training in the field of accounting. This program has been designed as a career program, providing a broad and comprehensive accounting education for students who, upon graduation from Hostos, wish to obtain employment in this field.

Graduates may also pursue a bachelor's degree at a four-year institution, where, after graduation, together with appropriate experience and after passing a State examination, the student may qualify for certification as a Certified Public Accountant.

MAT 1642 Calculus I is required for all students who are candidates for the A.A.S. degree in accounting. Students are required to pass an exam in college algebra before being permitted to register for the course.

Program of Studies Leading To The A.A.S. Degree in Accounting*

Credit Distribution

<table>
<thead>
<tr>
<th>Liberal Arts</th>
<th>Credits</th>
<th>Business</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>English</td>
<td>6</td>
<td>Principles of accounting</td>
<td>8</td>
</tr>
<tr>
<td>Mathematics</td>
<td>3</td>
<td>Introduction to business</td>
<td>4</td>
</tr>
<tr>
<td>Natural sciences</td>
<td>4</td>
<td>Business law</td>
<td>3</td>
</tr>
<tr>
<td>Behavioral or social sciences</td>
<td>3</td>
<td>Principles of finance</td>
<td>3</td>
</tr>
<tr>
<td>Social sciences</td>
<td></td>
<td>Other Courses</td>
<td></td>
</tr>
<tr>
<td>Visual and Performing arts</td>
<td>3</td>
<td>Career planning</td>
<td>2</td>
</tr>
<tr>
<td>Physical education</td>
<td>24</td>
<td>Business</td>
<td></td>
</tr>
<tr>
<td>Accounting</td>
<td>3</td>
<td>Mathematics</td>
<td>3</td>
</tr>
<tr>
<td>Taxes</td>
<td>3</td>
<td>Typing</td>
<td>2</td>
</tr>
<tr>
<td>Intermediate accounting</td>
<td>4</td>
<td>Computer concepts</td>
<td>3</td>
</tr>
<tr>
<td>Internship or accounting elective</td>
<td>3</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Cost accounting</td>
<td>4</td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Total Credits</strong></td>
<td><strong>24</strong></td>
<td><strong>Liberal arts</strong></td>
<td><strong>18</strong></td>
</tr>
<tr>
<td>Liberal arts</td>
<td>24</td>
<td>Business</td>
<td>18</td>
</tr>
<tr>
<td>Business</td>
<td>18</td>
<td>Accounting</td>
<td>14</td>
</tr>
<tr>
<td>Accounting</td>
<td>14</td>
<td>Other courses</td>
<td>10</td>
</tr>
<tr>
<td><strong>Other courses</strong></td>
<td><strong>10</strong></td>
<td><strong>66</strong></td>
<td></td>
</tr>
</tbody>
</table>

*See department chairman for information regarding the following options:
1. Program of studies leading to the A.A. degree in liberal arts with concentration in accounting for small business.
2. Certificate program offered jointly by the Accounting Department and the Secretarial Science Department.

First Year

First Semester

<table>
<thead>
<tr>
<th>Course</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>ENG 1302 Introduction to Composition I</td>
<td>3</td>
</tr>
<tr>
<td>BUS 1804 Business Mathematics</td>
<td>3</td>
</tr>
</tbody>
</table>
### First Year

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>ACC 1852</td>
<td>Principles of Accounting I</td>
<td>4</td>
</tr>
<tr>
<td>ACC 1854</td>
<td>Principles of Accounting II</td>
<td>4</td>
</tr>
<tr>
<td>PED 0100</td>
<td>Personal Physical Fitness</td>
<td>1</td>
</tr>
<tr>
<td>MSS 5602</td>
<td>Elementary Typing I</td>
<td>2</td>
</tr>
<tr>
<td>BUS 1802</td>
<td>Introduction to Business</td>
<td>4</td>
</tr>
<tr>
<td>BUS 1806</td>
<td>Career Planning</td>
<td>2</td>
</tr>
<tr>
<td>MAT 1642</td>
<td>Calculus I</td>
<td>3</td>
</tr>
<tr>
<td>ENG 1303</td>
<td>Introduction to Composition II</td>
<td>3</td>
</tr>
<tr>
<td>BUS 1808</td>
<td>Computer Concepts</td>
<td>3</td>
</tr>
<tr>
<td>ECO 4643</td>
<td>Introduction to Economics</td>
<td>3</td>
</tr>
<tr>
<td>ACC 1860</td>
<td>Taxes: N.Y.C. and N.Y.S. Business taxes or</td>
<td>3</td>
</tr>
<tr>
<td>ACC 1866</td>
<td>Taxes: Federal Income</td>
<td>3</td>
</tr>
<tr>
<td>BIO 3702</td>
<td>General Biology I</td>
<td>3</td>
</tr>
<tr>
<td>BIO 3802</td>
<td>Laboratory I</td>
<td>3</td>
</tr>
<tr>
<td>CHE 4012</td>
<td>Introductory Chemistry</td>
<td>3</td>
</tr>
<tr>
<td>CHE 4102</td>
<td>Laboratory I</td>
<td>3</td>
</tr>
<tr>
<td>PHY 4302</td>
<td>Essentials of Physics I</td>
<td>3</td>
</tr>
<tr>
<td>PHY 4402</td>
<td>Laboratory I</td>
<td>3</td>
</tr>
</tbody>
</table>

### Second Year

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>BUS 1810</td>
<td>Business Law</td>
<td>3</td>
</tr>
<tr>
<td>ACC 1856</td>
<td>Intermediate Accounting I</td>
<td>4</td>
</tr>
<tr>
<td>BUS 1808</td>
<td>Computer Concepts</td>
<td>3</td>
</tr>
<tr>
<td>ECO 4643</td>
<td>Introduction to Economics</td>
<td>3</td>
</tr>
<tr>
<td>ACC 1860</td>
<td>Taxes: N.Y.C. and N.Y.S. Business taxes or</td>
<td>3</td>
</tr>
<tr>
<td>ACC 1866</td>
<td>Taxes: Federal Income</td>
<td>3</td>
</tr>
<tr>
<td>VPA 3612</td>
<td>Fundamentals of Public Speaking</td>
<td>3</td>
</tr>
<tr>
<td>ACC 1862</td>
<td>Cost Accounting</td>
<td>4</td>
</tr>
<tr>
<td>BUS 1812</td>
<td>Principles of Finance</td>
<td>3</td>
</tr>
<tr>
<td>ACC 1814</td>
<td>Internship (co-op education) or accounting elective</td>
<td>3</td>
</tr>
<tr>
<td>BIO 3702</td>
<td>General Biology I</td>
<td>3</td>
</tr>
<tr>
<td>BIO 3802</td>
<td>Laboratory I</td>
<td>3</td>
</tr>
<tr>
<td>CHE 4012</td>
<td>Introductory Chemistry</td>
<td>3</td>
</tr>
<tr>
<td>CHE 4102</td>
<td>Laboratory I</td>
<td>3</td>
</tr>
<tr>
<td>PHY 4302</td>
<td>Essentials of Physics I</td>
<td>3</td>
</tr>
<tr>
<td>PHY 4402</td>
<td>Laboratory I</td>
<td>3</td>
</tr>
</tbody>
</table>

**ACC 1852 Principles of Accounting I**

4 credits  
Corequisites: BUS 1804 Business Mathematics and ENG 1302 Introduction to Composition I or ENG 1300 Basic Composition.  
The student will become familiar with the recording process and acquire an understanding of the accounting cycle. The student will learn the techniques of recording transactions in special journals, summarizing the transactions, adjusting and closing the accounts, and preparing financial statements. The student will study accounts receivable and payable, merchandise inventory, plant assets, payroll accounting, and analyze and record various transactions involving prepaid expenses and accrued liabilities. The student will be introduced to accounting systems and basic internal control procedures. Control procedures over cash and non-cash items will be reviewed. Four hours lecture, three hours laboratory.

**ACC 1854 Principles of Accounting II**

4 credits  
Prerequisite: ACC 1852 Principles of Accounting I.  
The student will be introduced to accounting principles and concepts and to fundamentals of cost accounting. The student will study partnership and corporate forms of business organization. Topics covered will include
stockholders’ equity, long-term liabilities and investments, flow of funds, manufacturing accounting, job order and process cost accounting, budgeting and standard costs, and income taxes and their effect on business decisions. Four hours lecture and three hours laboratory.

ACC 1856 Intermediate Accounting I
4 credits
Prerequisite: ACC 1854 Principles of Accounting II.
The student will increase his/her ability to analyze and interpret accounting data as a result of having an in-depth study of accounting concepts which apply to cash, receivables, inventories, investments, property and equipment, and intangibles. There will be a detailed discussion of the statement of changes in financial position. Four hours lecture, three hours laboratory.

ACC 1858 Intermediate Accounting II
4 credits
Prerequisite: ACC 1856 Intermediate Accounting I.
The student will demonstrate his/her knowledge of the accounting principles which apply to stockholders’ equity, long-term debt, and long-term investments. The student will demonstrate his/her understanding of the recording and reporting requirements relating to income taxes, pension costs and leases. Four hours lecture, three hours laboratory.

ACC 1860 New York City and State Business Taxes
3 credits
Prerequisite: ACC 1866 Federal Income Taxes.
The student will examine the various federal, state, and local taxes that are imposed on unincorporated and corporate businesses. Taxes that will be discussed include New York State/City personal and unincorporated taxes, New York State corporate franchise tax, and New York City rent and occupancy tax. Three hours lecture.

ACC 1862 Cost Accounting
4 credits
Prerequisite: ACC 1854 Principles of Accounting II.
The student will study cost accounting principles and practices, stressing its use by management in controlling operations and in making decisions. Topics covered include job order and process cost systems, budgeting, standard costs, direct and absorption costing, inventory planning and control, and joint and by-product costs. Four hours lecture.

ACC 1866 Taxes: Federal Income
3 credits
Prerequisite: ACC 1852 Principles of Accounting I or equivalent.
The student will attain mastery of the preparation of the taxpayer’s short form 1040A and long form 1040 with all applicable supporting schedules. In addition, the student will be introduced to the corporate tax return form 1120 and form 1120S, and the partnership return form 1065. Three hours lecture.

ACC 1871 Accounting for Small Business I
2 credits
Prerequisite: MATH 1604 Basic Mathematics skills or pass qualifying exam.
Corequisite: BUS 1804 Business Mathematics.
The student will become familiar with the recording process and will acquire an understanding of the complete accounting cycle. The student will develop the ability to record business transactions in special journals, to maintain general and subsidiary ledgers, to prepare simple entries to adjust recorded-data, and to prepare financial statements commencing with the worksheet for sole proprietorship. Both service and merchandise business will be covered. Three hours lecture, one and one half hours laboratory.

ACC 1873 Accounting for Small Business II
2 credits
Prerequisite: ACC 1871 Accounting for Small Business I.
The student will study the accounting operations associated with cash, accounts and notes receivable, inventories, plant and equipment, and intangible assets. In addition, the student will study internal control, voucher systems and payroll accounting. Three hours lecture, one and one half hours laboratory.

ACC 1814 Internship
3 credits
Prerequisites: ACC 1854 Principles of Accounting II and approval of accounting department faculty.
The student will apply acquired accounting and human relations skills on the job with a cooperating employer under supervision of the employer and the cooperative education coordinator of the college. The student will describe the work experiences with fellow students and the coordinator in a seminar. The student will assess his/her own performance as an employee in terms of learning objectives. The student will submit a written report of the internship experience, describing the employer’s organization, methods, and procedures.
BUS 1802 Introduction to Business  4 credits
Corequisites: ESL 1332 Advance ESL or ENG 1302 Introduction to Composition I.
The student will discuss and analyze problems relating to financing and operating a business, and will demonstrate his/her knowledge of the functions of a business including items such as market management, accounting, and capital investment and financing. The student will explain the principles of business management such as planning, staffing, organizing, directing, and decision making. The student will participate in individual and group written analysis and verbal presentation of cases. Four hours lecture.

BUS 1804 Business Mathematics  3 credits
Prerequisites: MAT 1604 Basic Mathematics Skills or pass qualifying exam and MAT 1622 Elementary Algebra for College Students or pass qualifying exam.
The student will apply his/her fundamental knowledge of various mathematical applications to business problems involving trade and bank discounts, interest charges, insurance premiums, retail markups, payroll and income taxes, stocks and bonds, depreciation, compound interest, and present value. Three hours lecture.

BUS 1806 Career Planning  2 credits
Corequisites: ENG 1302 Introduction to Composition I or ESL 1332 Advance ESL.
The student will assess himself/herself as an individual in the context of the world of work by sampling various interest and aptitude tests and preparing personal job résumés. The student will identify the employment sectors of the economy and learn the techniques and tools of job hunting, such as completing applications, taking skills tests, and job interviewing. Skills in communications (verbal and non-verbal), human relations, and self-knowledge will be analyzed as critical factors in the search for employment and career development. Two hours lecture.

BUS 1808 Computer Concepts  3 credits
Prerequisite: ACC 1854 Principles of Accounting II.
The student will describe the basic elements of a data processing system in terms of input/output methods and devices, processing, and storage components. The student will explain how computers can be utilized in a typical business situation. The student will be able to prepare basic flow charts showing how individual components of a computer system can be applied to typical business problems, such as accounts receivable and inventory control. Three hours lecture.
AFRICANA STUDIES

The Department of Africana Studies offers courses which trace the history and culture of African peoples on the continent as well as in the diaspora. All courses are taught within the framework of the established academic disciplines such as history, sociology, anthropology, psychology, and literature.

Students interested in planning a concentration in Africana studies should consult with the Africana Studies Department chairman.

CUB 3102 African History I 3 credits
The student will explore the evolutionary development of man in Africa beginning with the Miocene period and terminating with the Pleistocene period. The student will trace the history of the African peoples from the earliest times to the lost kingdoms of Africa ending in 1800. Emphasis will be placed on the political, social, and economic history of the continent of Africa.

CUB 3104 African History II 3 credits
The student will trace the cultural and political development from 1100 A.D. to the present. The student will demonstrate knowledge of the historical development of the infra and supra structures giving rise to the new national states of the continent of Africa. In specific instances the student will give special attention to the European influence in developing Africa and the socioeconomic conditions that have produced the political instability of the present.

CUB 3106 History of the Black Man in the Americas I 3 credits
The student will examine the history of Black Americans with a view to understanding their origins and their diaspora. He/she will analyze the African experience and slavery and their resulting effects on the Black American. The student will identify the institutions created by the Black man as a means of survival.

CUB 3108 History of the Black Man in the Americas II 3 credits
The student will examine the events which have taken place since the abolition of slavery. He/she will analyze the period of Reconstruction, World Wars I and II, the Depression, and their effects on the Black American. The student will also analyze the movement from civil rights to nationalism.

CUB 3110 The Comparative History of Haiti and the Dominican Republic 3 credits
The student will examine the socio-political conditions which resulted from the colonization of the Island of Santo Domingo. He/she will analyze the influence of the French Revolution on the island as well as the racial problems which went along with the Haitian Revolution. He/she will also trace the movement toward independence in both countries of the island.

CUB 3114 Psycho-Social Development of the Black Child 3 credits
The student will demonstrate an understanding of the Black child's development from birth to adulthood; the social influences on the development of physical, emotional, intellectual, personality, language, and social characteristics. (Formerly listed as CUB 3122-23.)

CUB 3116 The Black Family 3 credits
The student will consider the family as a social institution and those behavior patterns which are specific to the Black family. Emphasis will be placed on the affectional influence of the family environment. (Formerly listed as CUB 3146-47.)

CUB 3124 Social Problems of the Black Community 3 credits
The student will analyze various aspects of social problems which affect the Black community such as drugs, housing, welfare, and crime with respect to their etiology, as well as strategies for amelioration. (Formerly listed as CUB 3126-27 The Impact of Social Welfare on the Black Community.)

CUB 3128 Afro-American Biographical Sketches 3 credits
The student will relate the lives of major figures in the Black world to the historico-cultural settings in which they lived. Frederick Douglas, W. E. B. DuBois, Malcolm X, and others will be considered. (Formerly listed as Black Biographical Sketches.)

CUB 3172 African Literature 3 credits
The student will identify the main sources and trace the thematic development of African oral and written literature. The student will discuss and evaluate the contribution of literature to African historiography. The student will discuss, analyze, and criticize
representative works from such countries as Nigeria, Kenya, and Ethiopia. The works considered will be from the earliest times to the advent of the European.

CUB 3174 Afro-American Literature
3 credits.
The student will survey the literature from the slave narratives to the present time. He/she will relate the literature to the historico-cultural context in which it is set. He/she will analyze and criticize such writers as Isaac Jefferson, Langston Hughes, Richard Wright, and John A. Williams. (Formerly listed as Black American Literature.)

BIOLOGY

The curriculum of the Biology Department is dual in nature: the transfer curriculum in biology and the career-oriented curriculum in the health sciences. The biology curriculum provides the student with the requisite skills to transfer to a four-year college as a biology major or to move into a job as a science technician.

Students can earn credits for each course in biology by satisfactorily completing all milestone tests and laboratory work in each course. There are two modes of presentation: lecture-discussion and independent study. Laboratory attendance is mandatory.

Students interested in planning a concentration in biology should consult with the Biology Department chairman.

Arts and Science Sequence

BIO 3702, 3802 General Biology I, formerly General Biology I & II 3701, 3801, 3702, 3802; BIO 3704, 3804 General Biology II, formerly General Biology III and IV 3703, 3803, 3704, 3804. 8 credits 4 per semester

BIO 3714, 3814 Genetics, formerly Genetics I and II 3714, 3814, 3715, 3815.

Health Science Sequence

BIO 3706, 3806 Anatomy and Physiology I, formerly General Biology I and Anatomy & Physiology I, 3701, 3801, 3711, 3811; BIO 3708, 3808 Anatomy & Physiology II, formerly Anatomy and Physiology II and III 3705, 3805, 3706, 3806. 8 credits 4 per semester

BIO 3712, 3812 Microbiology, formerly Microbiology I and II 3712, 3812, 3713, 3813. 4 credits

BIO 3702 Lecture General Biology I 3 credits
BIO 3802 Laboratory 1 credit
The student will demonstrate his/her knowledge of the application of the scientific method; basic chemistry; the concept of diffusion and osmosis; the structure and function of the cell; the kinds of plant and animal tissue; the structure and function of the circulatory system, digestive system, reproductive system, and respiratory system. Three hours lecture-discussion, three hours laboratory. Offered in English and Spanish, first semester.

BIO 3704 Lecture General Biology II 3 credits
BIO 3804 Laboratory 1 credit
Prerequisite: BIO 3702, 3802 General Biology I.
The student will recognize and state the structure and function of the endocrine system and nervous system. The student will classify organisms by use of the taxonomic system and state their economic importance. Also, the student will solve problems involving monohybrid and dihybrid crosses.
by applying Mendel’s laws of inheritance. The student will state or recognize terms related to functions of DNA and RNA in heredity, the basic concepts and theories of evolution, and the function of an ecosystem. Three hours lecture-discussion, three hours laboratory. Offered in English and Spanish, second semester.

BIO 3706 Lecture Anatomy & Physiology I
3 credits
BIO 3806 Laboratory 1 credit
The student will demonstrate his/her knowledge of the application of the scientific method, basic chemistry, body fluids and the structure and function of the cell. The student will also list and describe the four kinds of animal tissue; list major bones and their function; describe structure and function of the muscular and circulatory systems. Three hours lecture-discussion, three hours of laboratory. Offered in English and Spanish, first semester.

BIO 3708 Lecture Anatomy & Physiology II
3 credits
BIO 3808 Laboratory 1 credit
Prerequisite: BIO 3706, 3806 Anatomy and Physiology II
The student will recognize and describe the structure and function of the urinary, respiratory, digestive, endocrine, nervous, and reproductive systems. Three hours

CIVIL AND PUBLIC SERVICE

(Received and Management for Public Agencies and Private Businesses and Corporations)

The Civil and Public Service curriculum is designed to prepare men and women for employment in entry- and middle-management positions in one of the many career areas available in the public sector at the federal, state, county, and municipal levels of government; in the private sector in various areas of small business and corporate and industrial organizations; and in community organizations such as ASPIRA and the Urban League. The student completing the Civil and Public Service program will also be prepared to transfer to a four-year college to pursue a bachelor’s degree.

Students successfully completing the requirements of this program shall be eligible to receive an associate in applied science (A.A.S.) degree.

The objectives of this program are to educate individuals to become meaningfully employed in public, private, and community organizations and to provide them with an understanding of the issues of value and policy, including problems of social responsibility and accountability, as they affect the public and private sectors individually and collectively.

Comprised of 68 credits, this program requires students to complete 19 credits in public administration (ADM-CCE) courses and 47 credits in liberal arts courses. The remaining
two credits may be taken in physical or health education. With special permission from the program director, students may opt to take a course in accounting and a course in taxation.

To help the student to achieve his/her professional goal(s), a credit course known as *Career Planning in the Public-Private Sectors* is offered. The student will learn about various types of employment located in the multiple career areas available in government and private sectors and the practical and special environmental concerns which exist in such employment markets.

Upon graduation, the student will be qualified to seek employment in various positions. Some typical entry-level job titles are:

- Publicity aide (bilingual).
- Health program assistant planner.
- Research intern.
- Urban planning aide.
- Archivist aide.
- Foreign news translator.
- Litigation assistant.
- Management analyst trainee.
- Criminal justice careers.

Where possible equivalences can be determined and documented, students majoring in civil and public service may receive credit for prior experience.

**Program of Studies Leading to the A.A.S. Degree in Civil and Public Service**

**First Year**

<table>
<thead>
<tr>
<th>First Semester</th>
<th>Credits</th>
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<tbody>
<tr>
<td>ENG 1302 Introduction to Composition I</td>
<td>3</td>
</tr>
<tr>
<td>MAT 1622 Algebra &amp; Trigonometry</td>
<td>2</td>
</tr>
<tr>
<td>Modern Language Elective</td>
<td>3</td>
</tr>
<tr>
<td>POL 4701 American Government</td>
<td>3</td>
</tr>
<tr>
<td>PSY 1032 General Psychology</td>
<td>3</td>
</tr>
<tr>
<td>ADM 2501 Fundamentals of Public Administration</td>
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**Second Semester**

<table>
<thead>
<tr>
<th>Second Semester</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>ADM 2504 Government Personnel Management</td>
<td>3</td>
</tr>
<tr>
<td>VPA 3612 Speech</td>
<td>3</td>
</tr>
<tr>
<td>Modern Language Elective</td>
<td>3</td>
</tr>
<tr>
<td>ADM 2503 Career Planning in the Public Sector</td>
<td>1</td>
</tr>
<tr>
<td>MAT 1682 Introduction to Probability and Statistics</td>
<td>3</td>
</tr>
<tr>
<td>ENG 1305 Introduction to Literature</td>
<td>3</td>
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<tr>
<td>Physical Education Elective</td>
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</table>

**Second Year**

<table>
<thead>
<tr>
<th>Third Semester</th>
<th>Credits</th>
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</thead>
<tbody>
<tr>
<td>ADM 2510 State and Municipal Administration or ADM 2507 Bureaucracy, Public Management, and Behavioralism</td>
<td>3</td>
</tr>
<tr>
<td>SOC 1232 Introduction to Sociology</td>
<td>3</td>
</tr>
<tr>
<td>PSY 1056 Measurement and Research Methods in Behavioral Science</td>
<td>3</td>
</tr>
<tr>
<td>English Elective</td>
<td>3</td>
</tr>
<tr>
<td>Visual and Performing Arts, Africana, Puerto Rican Studies Elective</td>
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</tr>
<tr>
<td>Physical Education Elective</td>
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</tr>
<tr>
<td>Physical Science</td>
<td>3</td>
</tr>
</tbody>
</table>
Fourth Semester
ADM 2508 Field Practicum/Organization
(Student placement will be arranged individually; placement will be made according to student's course specialization. A minimum of 75-85 hours of internship to be spaced out by student, employer, and faculty advisor. Student may begin practicum during intersession, immediately after completing second semester, cycle II. Course-lab meetings (2) will follow in regular term schedule. Discussion will include organization theory and practicum experiences. Supervisor will be invited to participate.)
MAT 1682 Introduction to Computer Science
2 Electives (ADM courses)
Physical Science

ADM 2502 Fundamentals of Public Administration 3 credits
The student will examine the basic concepts and processes of organization, leadership, decision making, and information flow as they are applied in the public sector.

ADM 2503 Career Planning in the Public Sector 1 credit
The student will learn about the various types of public employment located in the diverse domestic and international sectors of government in order to familiarize himself/herself with the potential job market and its infinite possibilities. The student will learn to recognize his/her interests and be guided in building and achieving career goals which are meaningful, realistic, and afford the highest levels of motivation and achievement. The student will prepare a job résumé and become familiar with the questions appearing on a typical job application form. The student will demonstrate his/her knowledge of pre-employment personnel practices and interview techniques. The student will be introduced to the standard type of "skills tests" used in employment sectors.

ADM 2504 Government Personnel Management 3 credits
The student will examine the functional requirements of human resource administration, including personnel management. The student will learn through emphasis on realistic treatment of actual personnel problems, including principles and methods involved in recruitment, selection, motivation, and placement of employees. The student will be shown how the dynamics of training, experience, aptitudes, and abilities are determining elements in placement.

ADM 2507 Bureaucracy, Public Management, and Behavioralism 3 credits
The student will appraise administrative processes as they underlie the analysis of behavior in complex organizations. The student will discuss attitudes and how they affect and/or control behavior; the principles of motivation and how to use them; the dynamics of interpersonal relationships.

ADM 2508 Field Practicum/Organization Theory 3 credits
The student will observe and participate in an area of his/her special interest and ADM concentration. The student will be placed in governmental departments or agencies where he/she will engage in specific research projects/administrative assignments at policy or administrative levels. The student will also meet in the classroom to explore the fundamentals of organization theory and to discuss where theory and practice of his/her practicum assignment fuse, are in conflict, or are not related.

ADM 2510 State and Municipal Administration 3 credits
The student will explore American state, county, city and special district governments in terms of urban and metropolitan challenges confronting political units in the New York metropolitan area. The student will examine intergovernmental conflicts and relations including administration, sources of fiscal support, inventory of services, and procedures for regulation and modification.

Total Credits 68
Criminal Justice Courses

Listed below are five credit-bearing courses in criminal justice. These courses are offered alternately each semester in English and in Spanish. Students should consult the Civil and Public Service program director to determine in which language a given course will be offered. The criminal justice courses will be given in the evening and are particularly recommended for persons employed in or desirous of pursuing a career in the criminal justice system. Eighteen credits in criminal justice will constitute a concentration.

CCE 8002 Careers in Criminal Justice
3 credits
The student will explore the careers available in the branches of the criminal justice system including the courts, correctional institutions, the police department, and the parole and probation departments. By the end of the semester, the student will have obtained an understanding of the human relations and technical skills involved in such careers.

CCE 8004 Social Change as Related to the Law
3 credits
Through historical investigation and critical analysis, the student will gain an understanding of the relationship between law and social change. The student will examine historical movements such as the abolitionist movement, labor movement, women's rights movement, and civil rights movement.

CCE 8006 Society and the Law Enforcement Process
3 credits
The student will investigate how such institutions as the courts, correctional institutions, the police department, and the parole and probation departments interact with each other and society. Through case study analysis students will also investigate how these institutions work in the South Bronx community, how community residents view the institutions, and how the institutions view the community and their interactions with city, state, and other law enforcement institutions.

CCE 8008 Penal Law of New York State
3 credits
Prerequisite: At least one other course in criminal justice.

The student will gain a general understanding of the Penal Law of the State of New York with its historical and legal underpinnings. The Criminal Procedure Law and its effect on the residents of the State of New York in general and the South Bronx in particular will be examined.

CCE 8010 The Role of the Police in the Community
3 credits
The student will gain an understanding of the functions of the police department with particular emphasis on the relationship of the police to the South Bronx community. The issues affecting the interactions of the police and various community groups will be examined both from the viewpoints of the police and those of community groups.
The Dental Hygiene Program at Hostos Community College is designed to prepare graduates for immediate employment in the field of dental hygiene and to provide opportunities for career mobility. Candidates for the program are selected from among recent high school graduates and persons already employed in the dental field. It is recommended that all candidates for the Dental Hygiene Program have a background in chemistry and biology. Two academic years and one summer are required to complete the dental hygiene curriculum. Graduates are eligible for transfer to senior colleges with junior-year status where they can earn a bachelor's degree in health education, dental hygiene education, or public health and administration.

Program of Studies Leading to the Associate in Applied Science (A.A.S.) Degree in Dental Hygiene

Credit Distribution

<table>
<thead>
<tr>
<th>Liberal Arts</th>
<th>Credits</th>
<th>Dental</th>
<th>Credits</th>
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</thead>
<tbody>
<tr>
<td>English</td>
<td>6</td>
<td>Clinical Dental</td>
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</tr>
<tr>
<td>Psychology</td>
<td>3</td>
<td>Hygiene Practice I</td>
<td>2.5</td>
</tr>
<tr>
<td>Sociology</td>
<td>3</td>
<td>Hospital Affiliation</td>
<td>.5</td>
</tr>
<tr>
<td>Biology</td>
<td>8</td>
<td>Oral Anatomy and</td>
<td></td>
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<tr>
<td></td>
<td></td>
<td>Physiology</td>
<td>3</td>
</tr>
<tr>
<td>Microbiology</td>
<td>4</td>
<td>Head and Neck Anatomy</td>
<td>2</td>
</tr>
<tr>
<td>Chemistry</td>
<td>4</td>
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<td>Speech</td>
<td>3</td>
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<td>31</td>
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<tr>
<td>Urban Health Studies</td>
<td></td>
<td>Clinical Dental</td>
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<tr>
<td>Nutrition</td>
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<td>Hygiene Practice II</td>
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<td></td>
<td></td>
<td>Clinical Dental</td>
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<td></td>
<td></td>
<td>Hygiene Practice III</td>
<td>3</td>
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<td></td>
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<td>Radiology</td>
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<td>General and Oral</td>
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<td>Pathology</td>
<td>3</td>
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<td></td>
<td></td>
<td>Periodontology</td>
<td>3</td>
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<td>Oral Embryology and</td>
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<td></td>
<td></td>
<td>Histology</td>
<td>2</td>
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<tr>
<td>Total Credits</td>
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<td>Dental Health Education</td>
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<tr>
<td>Liberal Arts</td>
<td>31</td>
<td>Community Dentistry</td>
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<td>Urban Health Studies</td>
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<td>Clinic</td>
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<td>Dental</td>
<td>39</td>
<td>Expanded Functions</td>
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<td>Senior Seminar</td>
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<td>Dental Materials</td>
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<td></td>
<td>Pharmacology</td>
<td>2</td>
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First Semester

<table>
<thead>
<tr>
<th>Course</th>
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<tbody>
<tr>
<td>DEN 5302 Oral Anatomy and Physiology</td>
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<tr>
<td>DEN 5306 Clinical Dental Hygiene Practice I</td>
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</tr>
<tr>
<td>DEN 5330 Hospital Affiliation</td>
<td>.5</td>
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<tr>
<td>VPA 3612 Fundamentals of Public Speaking</td>
<td>3</td>
</tr>
<tr>
<td>PSY 1032 General Psychology</td>
<td>3</td>
</tr>
<tr>
<td>ENG 1302 Introduction to Composition I</td>
<td>3</td>
</tr>
<tr>
<td>BIO 3706 Anatomy and Physiology I</td>
<td>3</td>
</tr>
<tr>
<td>BIO 3806 Anatomy and Physiology Lab</td>
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<td>19</td>
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<tr>
<td>Course</td>
<td>Credits</td>
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<tr>
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</tr>
<tr>
<td>DEN 5302 Oral Anatomy and Physiology</td>
<td>3</td>
</tr>
<tr>
<td>Corequisite: BIO 3706 Anatomy and Physiology</td>
<td></td>
</tr>
<tr>
<td>The student will demonstrate a knowledge of the gross and microscopic anatomy of the teeth, tissues, and organs of the oral cavity as well as the nomenclature of the teeth and normal malocclusion. Laboratory session to observe tooth form and structure.</td>
<td></td>
</tr>
<tr>
<td>DEN 5303 Head and Neck Anatomy</td>
<td>1</td>
</tr>
<tr>
<td>Prerequisite: DEN 5302 Oral Anatomy and Physiology</td>
<td></td>
</tr>
<tr>
<td>The student will identify, describe, and locate the bones of the skull, muscle of mastication, tongue, face, pharynx, glands of the oral cavity, cranial nerves, and blood vessels of the head and neck.</td>
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<tr>
<td>DEN 5304 General Embryology and Histology*</td>
<td>1</td>
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<tr>
<td>ENG 1303 Introduction to Composition II</td>
<td>3</td>
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<tr>
<td>BIO 3708 Anatomy and Physiology II</td>
<td>3</td>
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<tr>
<td>BIO 3808 Anatomy and Physiology II Lab</td>
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<tr>
<td>CHE 4012 Introduction to Chemistry</td>
<td>4</td>
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<tr>
<td>HLT 6814 Nutrition*</td>
<td>2</td>
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<tr>
<td><strong>Summer Session</strong></td>
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<tr>
<td>DEN 5310 Clinic</td>
<td>2</td>
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<tr>
<td>DEN 5316 Radiology</td>
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<tr>
<td>DEN 5317 Oral Embryology and Histology</td>
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<tr>
<td><strong>Second Year</strong></td>
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<tr>
<td>DEN 5312 Clinic</td>
<td>2.5</td>
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<tr>
<td>DEN 5320 General and Oral Pathology</td>
<td>3</td>
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<tr>
<td>DEN 5324 Periodontology</td>
<td>3</td>
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<td>DEN 5329 Expanded Functions</td>
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<td>DEN 5332 Dental Materials</td>
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<td>DEN 5333 Clinical Dental Hygiene Practice III</td>
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<td>BIO 3713 Microbiology</td>
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<td>DEN 5314 Clinic</td>
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<td>DEN 5322 Community Dentistry</td>
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<td>DEN 5325 Pharmacology</td>
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<td>DEN 5327 Dental Health Education</td>
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<td>DEN 5337 Senior Seminar</td>
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<tr>
<td>SOC 5232 Introduction to Sociology</td>
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</tr>
<tr>
<td><strong>Total Credits:</strong></td>
<td>11.5</td>
</tr>
</tbody>
</table>
DEN 5310 Clinic  2 credits  
Prerequisite: DEN 5306 Clinical Dental Hygiene Practice I and DEN 5308 Clinical Dental Hygiene Practice II. 
The student will perform the oral prophylaxis, expose and process X-rays, apply fluoride, chart, and give patient instruction. Learning methods include clinical and seminar experience.

DEN 5312 Clinic  2.5 credits  
Prerequisite: DEN 5310 Clinic and DEN 5317 Oral Histology. 
This course is a continuation of DEN 5310.

DEN 5314 Clinic  3 credits  
Prerequisite: DEN 5312 Clinic  
This course is a continuation of DEN 5312.

DEN 5316 X-ray  1.5 credits  
Prerequisite: DEN 5301 Oral Anatomy and Physiology, DEN 5303 Head and Neck Anatomy, DEN 5306 Clinical Dental Hygiene Practice I, and DEN 5308 Clinical Dental Hygiene Practice II.  
The student will demonstrate a knowledge of radiation production, protection, techniques of exposure, processing, mounting, and the anatomical landmarks used in radiology. Learning methods include lecture and laboratory experience, slides, and tapes.

DEN 5317 Oral Embryology and Histology  2 credits  
Prerequisites: DEN 5302 Oral Anatomy and Physiology and DEN 5303 Head and Neck Anatomy.  
The student will correlate general and oral histology and embryology with the clinical dental hygiene situation, with emphasis on the histological foundations of preventive dentistry. The student will utilize oro-facial embryology and general oral histology as a basis for understanding general and oral pathology and for making clinical evaluation of patients with common oral diseases.

DEN 5320 General and Oral Pathology  3 credits  
Prerequisites: DEN 5334 General Embryology and Histology, and DEN 5317 Oral Embryology and Histology.  
The student will explain terms related to general and oral pathologic conditions, etiologies of diseases, inflammation, infection, immunity, and degenerative processes.

DEN 5322 Community Dentistry  1.5 credits  
The student will provide dental health services to the community and establish personal relationships with people treated outside a clinical situation. Learning methods include seminar, field experience, and lectures.

DEN 5324 Periodontology  3 credits  
Prerequisite: DEN 5334 General Embryology and Histology and DEN 5317 Embryology and Histology.  
The student will expand his/her knowledge of prevention of gingival and periodontal disease by (1) identifying the etiology and (2) applying methods available to treat gingival and periodontal diseases.

DEN 5325 Pharmacology  1.5 credits  
Prerequisite: DEN 5320 Pathology.  
The student will list the following characteristics of drugs used in the clinical practice of dental hygiene and dentistry: action and use, methods of administration, and toxicology.

DEN 5327 Dental Health Education  1.5 credits  
Prerequisite: VPA 3612 Speech.  
The student will develop and teach dental health education lessons to a variety of grade levels in a public school setting encompassing the areas of preventive, maintenance, and consumer education.

DEN 5329 Expanded Functions Seminar  2 credits  
Prerequisites: Completion of all dental modules through the first semester of the second year. 
The student will be able to describe the theory, demonstrate laboratory procedures, and perform selected clinical procedures in the area of dental materials, preventive dentistry and restorative dentistry. Expanded Functions will include those procedures recently delegated to the dental hygienist for various dental boards.

DEN 5330 Hospital Affiliation  .5 credit  
Corequisites: DEN 5302 Oral Anatomy and Physiology, DEN 5306 Clinical Dental Hygiene Practice I.  
The student will demonstrate the principles learned in DEN 5306 in a hospital setting.

DEN 5331 Senior Seminar  1 credit  
Prerequisites: DEN 5310 and DEN 5312 Clinic DEN 5333 Clinic Dental Hygiene Practice III.  
The student will review the professional literature, present case studies as they relate to the practice of dental hygiene, and review changes in dental techniques in problems solving and decision making.
DEN 5332 Dental Materials 1 credit
Prerequisites: DEN 5306 Clinical Dental Hygiene Practice I and CHE 4012 Chemistry. The student will demonstrate an understanding of the physical and chemical properties of materials used in dentistry and their proper applications.

DEN 5333 Clinical Dental Hygiene Practice II 1.5 credits
Prerequisite: DEN 5308 Clinical Dental Hygiene Practice III.
Continuation of DEN 5308. Integration of theory with clinical experience in dental hygiene preventive procedures.

DEN 5334 General Embryology and Histology 1 credit
Prerequisite: DEN 5302 Oral Anatomy and Physiology.
Corequisite: DEN 5303 Head and Neck Anatomy.
The student will demonstrate basic knowledge and comprehension of the general principles and terminologies of general embryology and histology.

EARLY CHILDHOOD EDUCATION
The rapid expansion of early childhood programs has created a need for personnel trained in the philosophy and methodology of working with young children. The program of early childhood education at Hostos Community College is designed to prepare students with the background, knowledge, and skills for employment in schools, day care centers, and other agencies providing programs for infants and young children. The course of study combines classroom instruction with workshops, seminars, and field experiences. Students have an opportunity to apply theoretical knowledge through firsthand experiences in the methods and materials of instruction and by observation and participation in early childhood programs. The program also prepares students to work in bilingual programs and provides them with the foundation for advanced work in other areas such as elementary education and special education.
For students who are planning to continue their education, an associate in arts (A.A.)
degree (12-credit early childhood elective concentration) is offered. For students planning
to delay further study, the program leading to the associate in applied science degree
(A.A.S.) is offered.

Learning methods available to the student include lecture-discussion, independent study
in early childhood laboratory, and workshop experience.

**Program of Studies Leading To A.A. and A.A.S. Degrees in Early Childhood Education**
(Effective September 1977)

<table>
<thead>
<tr>
<th></th>
<th>A.A. Degree Minimum Credits</th>
<th>A.A.S. Degree Minimum Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Communication Skills:</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>English</td>
<td>12</td>
<td>12</td>
</tr>
<tr>
<td><strong>Social Sciences:</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>PSY 1032 General Psychology</td>
<td>3</td>
<td>3</td>
</tr>
<tr>
<td>PSY 1036 Developmental Psychology</td>
<td>3</td>
<td>0</td>
</tr>
<tr>
<td>SOC 1232 Introduction to Sociology</td>
<td>3</td>
<td>0</td>
</tr>
<tr>
<td><strong>Biology</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>BIO 3702-04 General Biology I-II</td>
<td>8</td>
<td>4</td>
</tr>
<tr>
<td><strong>Mathematics</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>6</td>
<td>3</td>
</tr>
<tr>
<td><strong>Modern Language (Spanish Recommended)</strong></td>
<td>6</td>
<td>3</td>
</tr>
<tr>
<td><strong>Visual &amp; Performing Arts, Puerto Rican Studies, Africana Studies</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>VPA 3612 Fundamentals of Public Speaking</td>
<td>3</td>
<td>3</td>
</tr>
<tr>
<td>Elective in any of the above (VPA, CUP, CUB)</td>
<td>3</td>
<td>3</td>
</tr>
<tr>
<td><strong>Health &amp; Physical Education</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>2</td>
<td>2</td>
</tr>
<tr>
<td><strong>Urban Health Studies</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>HLT 6503 Human Relations for the Health Professions</td>
<td>not required</td>
<td>3</td>
</tr>
<tr>
<td>HLT 6509 Mental Health</td>
<td>not required</td>
<td>3</td>
</tr>
<tr>
<td>HLT 6511 Health Problems of the Young Child</td>
<td>not required</td>
<td>1</td>
</tr>
<tr>
<td>HLT 6514 Nutrition</td>
<td>not required</td>
<td>3</td>
</tr>
<tr>
<td><strong>Elective:</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Any 3-credit course in liberal arts</td>
<td>3</td>
<td>0</td>
</tr>
<tr>
<td><strong>Early Childhood education</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>All students are required to complete ECE 6802 Introduction to Early Childhood Education before registering for additional early childhood courses.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Students choose 12 credits maximum for A.A.; all credits for A.A.S.:</td>
<td></td>
<td></td>
</tr>
<tr>
<td>ECE 6802 Introduction to Early Childhood Education</td>
<td>3</td>
<td>3</td>
</tr>
<tr>
<td>ECE 6804 Language Arts for Young Children</td>
<td>3</td>
<td>3</td>
</tr>
<tr>
<td>ECE 6805 Social Studies for Young Children</td>
<td>3</td>
<td>3</td>
</tr>
<tr>
<td>ECE 6807 Creative Art Activities for Young Children</td>
<td>3</td>
<td>3</td>
</tr>
<tr>
<td>ECE 6809 Music and Rhythmic Activities</td>
<td>3</td>
<td>3</td>
</tr>
<tr>
<td>Course</td>
<td>Credits</td>
<td></td>
</tr>
<tr>
<td>----------------------------------------------------------------------</td>
<td>---------</td>
<td></td>
</tr>
<tr>
<td>ECE 6811 Science and Mathematics for Young Children</td>
<td>3</td>
<td></td>
</tr>
<tr>
<td>ECE 6813 Field Experience in Early Childhood, Education I</td>
<td>3</td>
<td></td>
</tr>
<tr>
<td>ECE 6815 Field Experience in Early Childhood Education II</td>
<td>3</td>
<td></td>
</tr>
<tr>
<td>ECE 6816 Development of the Young Child</td>
<td>3</td>
<td></td>
</tr>
<tr>
<td>ECE 6817 Bilingual-Bicultural Early Childhood Education</td>
<td>3</td>
<td></td>
</tr>
</tbody>
</table>

(73 credits with ECE 6817)

Note: Students preparing to transfer to senior colleges are advised to take A.A. degree.

ECE 6802 Introduction to Early Childhood Education 3 credits
The student will demonstrate his/her knowledge of the basic philosophy, methods, and materials of early childhood education and the various programs for young children that are provided by public and private agencies. Offered in English and Spanish.

ECE 6804 Language Arts for Young Children 3 credits
Prerequisite: ECE 6802 Introduction to Early Childhood Education.
The student will plan and organize language arts activities in early childhood education. The student will demonstrate his/her familiarity with children's literature, listening activities for young children, and reading readiness skills. The student will be able to effectively read, tell, and dramatize children's stories, and participate in language games and reading readiness activities.

ECE 6805 Social Studies for Young Children 3 credits
Prerequisite: ECE 6802 Introduction to Early Childhood Education.
The student will plan and organize social studies activities in early childhood programs. The student will demonstrate his/her familiarity with the resources and methods used in developing social studies concepts through the preparation of materials and activities.

ECE 6807 Creative Art Activities for Young Children 3 credits
Prerequisite: ECE 6802 Introduction to Early Childhood Education.
The student will demonstrate his/her ability to organize creative art activities for young children. The student will display dexterity with such media as paint, clay, paper and wood, and an understanding of the methods of introducing young children to the values of these materials. Special learning techniques include workshop experience.

ECE 6809 Music and Rhythmic Activities for Young Children 3 credits
Prerequisite: ECE 6802 Introduction to Early Childhood Education.
The student will plan and organize creative music and rhythmic activities for young children. The student will demonstrate an understanding of terms related to the fundamentals of music theory and the techniques needed in introducing singing, playing, moving, and listening activities in early childhood programs. Special learning methods include workshop experience.

ECE 6811 Science and Mathematics for Young Children 3 credits
Prerequisite: ECE 6802 Introduction to Early Childhood Education and a minimum of 3 additional credits in Early Childhood Education.
The student will plan and organize science and mathematics activities for young children. The student will also prepare materials used to present introductory science and mathematics concepts to young children.

ECE 6813 Field Experience in Early Childhood Education I 3 credits
Prerequisite: ECE 6802 Introduction to Early Childhood Education and a minimum of 3 additional credits in Early Childhood Education.
The student will observe and participate in early childhood programs such as day care centers, kindergartens, and infant care programs. The student will also participate in weekly seminars.
ENGLISH

The primary goals of the English program are to enable the student to communicate effectively in career, academic, and social situations; to understand the nature and function of language; and to use it as a tool for projecting his/her ideas and for receiving and transmitting information. In addition to developing basic skills, study in English makes it possible for the student to order his/her thinking into logical structures, to exercise his/her creative powers, and to approach imaginative literature with the joy of discovery.

To successfully complete English program courses, students are required to demonstrate their achievement of course objectives in essay tests, written reports, and quizzes. The English staff works closely with the individual student, providing continual diagnostic, tutorial, and program advisement services.

On the basis of his/her performance in a series of placement tests, the entering student will be advised as to whether he/she may register for (a) the regular English first-year sequence; (b) the Libra program; or (c) the English-as-a-second-language (ESL) sequence.

Students interested in planning a concentration in English should consult with the English Department chairman.

Regular First-Year Program

The combined twelve-credit sequence, including ENG 1302 Introduction to Composition I, ENG 1303 Introduction to Composition II, ENG 1305 Introduction to Literature, and an English elective, is required of every liberal arts student at Hostos. These four courses are designed to enable the student to use written and spoken English as a flexible, creative tool for the expression of his/her ideas. Major attention is given to the essentials of English, the nature of language, writing as a communication process, and imaginative literature as a vitalizing and humanizing source of experience. The student will consistently improve his/her facility with written and spoken language.

The Libra Program

The Libra Program, consisting of 13 credits, will provide a total learning environment for the student who requires further development of basic English skills. The emphasis will be on communication of all kinds—reading, writing, speaking, listening—in a
context of intellectual inquiry focused upon subject matter related to the health sciences or arts and sciences programs. The schedule for the student in the Libra program will include the following:

1. ENG 1301 Core English (reading, writing, and study skills).
2. ENG 1399 Developmental Reading.
3. VPA 3612 Fundamentals of Public Speaking.
4. Core subject (health sciences, social sciences, visual and performing arts, Black studies, or Puerto Rican studies).
5. PED 0100 Personal Physical Fitness.
6. SSD 9000 Freshman Developmental Seminar.

The goal of the Libra Program is to develop those skills which enable the student to succeed in the regular college program. Under advisement from an academic counselor, the student may enroll in a developmental mathematics course.

**English-As-A-Second-Language (ESL) Program**

The entering student whose primary language is other than English will be tested to determine his/her level of competence. On the basis of that test he/she will be placed in one of the following three ESL course sequences.

### Bilingual Program for Elementary ESL

<table>
<thead>
<tr>
<th>First Semester</th>
<th>Credits</th>
<th>Additional Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>ESL 1316 Basic English As A Second Language (Student is enrolled for one or two semesters depending on placement decision.)</td>
<td>4</td>
<td>8</td>
</tr>
<tr>
<td>ESL 1393 Basic Reading in English As A Second Language, or placement into appropriate reading course. Reading must be taken concurrently with English-as-a-second-language course.</td>
<td>0</td>
<td>3</td>
</tr>
<tr>
<td>SPA 2210 Basic Spanish Composition or placement into appropriate course by Modern Languages Department. Student should not attempt to master another language this semester in addition to English and Spanish.</td>
<td>3</td>
<td>0</td>
</tr>
<tr>
<td>PED 0100 Personal Physical Fitness</td>
<td>1</td>
<td>0</td>
</tr>
<tr>
<td></td>
<td><strong>8</strong></td>
<td><strong>11 additional credit hours to maintain full-time student status.</strong></td>
</tr>
</tbody>
</table>

**Second Semester**

ESL 1322 Intermediate English As A Second Language, or placement into course listed on ESL Control Card at the time of registration.

*Warning: Experience has shown that students who fail to take the prescribed English-as-a-second-language course or who do not follow the guidelines of*
number of credits to be taken in English and Spanish where this is specified may fall behind in their English language progress and may be retested and placed at appropriate proficiency level at the discretion of the English Department.

ESL 1394 Intermediate Reading in English As A Second Language or placement into appropriate reading course. Reading must be taken concurrently with appropriate English-as-a-second-language course.

SPA 2214 Introduction to Literature, or placement into appropriate course by Modern Languages Department.

MAT 1701 Remedial Mathematics, or placement into the appropriate course by the Mathematics Department. It is recommended that this course be taken in English. If the student is placed in a three-hour mathematics course at the ESL 1322 level, it is suggested that the mathematics course be taken in English and an additional three-hour course in another subject be taken in Spanish.

<table>
<thead>
<tr>
<th>Credits</th>
<th>Additional Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>2</td>
<td>4</td>
</tr>
<tr>
<td>0</td>
<td>3</td>
</tr>
<tr>
<td>3</td>
<td>0</td>
</tr>
<tr>
<td>1</td>
<td>5</td>
</tr>
<tr>
<td>6</td>
<td>12 additional hours to maintain full-time student status.</td>
</tr>
</tbody>
</table>

Third Semester

ESL 1332 Advanced English As A Second Language, or placement into course listed in ESL Control Card at the time of registration.

Warning: Experience has shown that students who fail to take prescribed English-as-a-second-language course, or who do not follow the guidelines of number of credits to be taken in English and Spanish where this is specified may fall behind in their English language progress and may be retested and placed at appropriate proficiency level at the discretion of the English Department.

ESL 1395 Advanced Reading in English As A Second Language, or placement into appropriate reading course. Reading must be taken concurrently with English as-a-second-language course.

<table>
<thead>
<tr>
<th>Credits</th>
<th>Additional Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>2</td>
<td>4</td>
</tr>
<tr>
<td>0</td>
<td>3</td>
</tr>
<tr>
<td>2</td>
<td>7 additional credit hours to maintain full-time student status.</td>
</tr>
</tbody>
</table>
Note: As soon as the student has completed the mathematics (six credits total), modern languages (six credits total), and physical education (two credits total) requirements, the student should begin to select courses from the natural sciences (nine credits total), social sciences (nine credits total), Africana studies, Puerto Rican studies, or visual and performing arts (six credits total). Because of the additional course contact hours of ESL courses, the ESL students should select courses with care in order to obtain the technical vocabulary of the natural sciences, social sciences, and humanities in both English and Spanish. It may be difficult to fulfill the requirements of a specific concentration within the ESL program but the bilingual student should bear in mind that he/she can select a major at the time of transfer to a four-year institution. At the ESL 1332 level students must take half of their course work in English.

<table>
<thead>
<tr>
<th>Fourth Semester</th>
<th>Credits</th>
<th>Additional Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>ENG 1300 Basic Composition, or placement into course listed on ESL/ENG Control Card at the time of registration.</td>
<td>3</td>
<td>3</td>
</tr>
<tr>
<td>Warning: Experience has shown that students in the bilingual program who fail to take the prescribed English course, or who do not follow the guidelines of number of credits to be taken in English and Spanish where this is specified may fall behind in their English language progress and may be retested and placed at appropriate proficiency level at the discretion of the English Department.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>ENG 1396 Reading in the Social Sciences, ENG 1397 Reading in the Natural Sciences, placement decision, or exemption by examination.</td>
<td>0.5</td>
<td>2.5</td>
</tr>
<tr>
<td>All course work must be taken in English at this level.</td>
<td>9-13</td>
<td></td>
</tr>
<tr>
<td></td>
<td>12.5-16</td>
<td>5.5</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Fifth Semester</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>ENG 1303 Introduction to Composition II. This will facilitate transfer to a four-year institution or employment.</td>
<td>3</td>
</tr>
<tr>
<td>Reading course or exemption on the basis of examination.</td>
<td>0.5</td>
</tr>
<tr>
<td>ENG 1306 Writing Workshop, or exemption on the basis of examination.</td>
<td>0</td>
</tr>
<tr>
<td>One course may be taken in Spanish.</td>
<td>9-13</td>
</tr>
<tr>
<td></td>
<td>12.5-16</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Sixth Semester</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Half the course work must be taken in English.</td>
<td>13-16</td>
</tr>
</tbody>
</table>

<p>| | |</p>
<table>
<thead>
<tr>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Total 64</td>
</tr>
</tbody>
</table>
ELSA 1316 Basic English As A Second Language 4 credits
This course is designed to introduce the student to the basic elements of the American English language. The student will demonstrate mastery of use of the present tenses, past tenses, and the simple future tense of verbs; nouns, pronouns, determiners, modifiers, and prepositions; rules of capitalization, spelling, and the sentence as a unit. Conversational skills will be emphasized.

ESL 1322 Intermediate English As A Second Language 2 credits
Prerequisite: ESL 1316 Basic English As A Second Language or permission based on a placement examination.
The student will demonstrate mastery of the present perfect and past perfect tenses, some modal auxiliaries, the comparative and superlative degrees in adjectives and adverbs, and the phrase as a unit. The student will concentrate on developing paragraphs and will participate in classroom conversation exercises.

ESL 1332 Advanced English As A Second Language 2 credits
Prerequisite: ESL 1322 Intermediate English As A Second Language or permission based on a placement examination.
The student will review verbs and the use of prepositions and modifiers. The student will be introduced to the passive voice, the infinitive, the gerund, and clauses. The student will practice developing the multi-paragraph essay and work on specific refinements of the sentence. Although conversation exercises will be conducted in class, the student will focus on development of writing skills.

ESL 1393 Basic Reading in English As A Second Language 0 credits
Corequisite: ESL 1316 Basic English As A Second Language.
Classes meet two times per week for classroom instruction and once per week in the Reading Laboratory for additional skills practice. Students are given intensive practice in oral as well as silent reading skills. Students are further encouraged to develop vocabulary using base/root words, prefixes and suffixes. They will study rules of syllabication, the accent principle, use of context clues on a limited basis, continued dictionary usage, recognition of main idea in a paragraph, recognition of details, following the sequence of events in a paragraph, following directions, and recognizing the different types of main ideas (stated and unstated). Offered in English.

ESL 1394 Intermediate Reading in English As A Second Language 0 credits
Prerequisite: Successful completion of ESL 1393 or permission of instructor.
Corequisite: ESL 1322 Intermediate English As A Second Language.
Classes meet two times per week for classroom instruction and once per week in the Reading Laboratory for additional skills practice. Students are given intensive practice in both oral and silent reading on higher level materials. Students are introduced to the different types of comprehension skills, vocabulary through Greek/Latin roots, affixes, context clues, continued dictionary usage, recognition of main idea and details in a paragraph, recognition of stated and unstated main ideas in a paragraph, and study skills including preview and survey. Students may be required to write as part of this reading course. Offered in English.

ESL 1395 Advanced Reading in English As A Second Language 0 credits
Prerequisite: Successful completion of ESL 1394 or permission of instructor.
Corequisite: ESL 1332 Advanced English As A Second Language.
Classes meet two times per week for classroom instruction and once per week in the Reading Laboratory for additional skills practice. Students are given intensive practice in both oral and silent reading on higher level materials. Students are introduced to the different types of comprehension skills, vocabulary through Greek/Latin roots, affixes, context clues, continued dictionary usage, recognition of main idea and details in a paragraph, recognition of stated and unstated main ideas in a paragraph, and study skills including preview and survey. Students may be required to write as part of this reading course. Offered in English.

English Courses

ENG 1300 Basic Composition 3 credits
Prerequisite: ENG 1332 Advanced English As A Second Language or a suitable score on the placement examination.
Corequisite: The student must be registered for an appropriate level of reading if he/she has not been exempted by the placement examination in reading.
The student will receive intensive practice in writing essays in English. The student will demonstrate his/her command of verb tenses, subject-verb and pronoun-antecedent
agreement, spelling, and punctuation by successfully taking dictation and by writing original descriptive, narrative, and argumentative essays. Practice will also be given to learning idiomatic English usage.

ENG 1301 Core English (For Libra Program) 6 credits
Corequisite: Listed under Libra Program. The student will work intensively on the structure of language (grammar, punctuation, sentence construction); the logic and rhetoric of composition and speech; vocabulary; note taking; effective listening. There will be six hours of English instruction per week and frequent individual conferences. Credits earned in Core English may be counted as electives. They may not be substituted for the regular English sequence which follows Libra.

ENG 1302 Introduction to Composition I 3 credits
Prerequisites: Placement Exam, ENG 1300 Basic Composition, and ENG 1301 Core English.
Corequisite: ENG 1306 Writing Laboratory (when required).
The student will learn to analyze and produce topic sentences and write unified paragraphs; to utilize inductive and deductive methods of development; to utilize descriptive details, factual details, illustration, definition, quotation, and paraphrase; to organize paragraphs according to topic sentences using major and minor supports. Selected essays will be analyzed for structure.

ENG 1303 Introduction to Composition II 3 credits
Prerequisite: ENG 1302 Introduction to Composition I or equivalent.
Corequisite: ENG 1306 Writing Laboratory (when required).
The student will learn to develop paragraphs using techniques of argumentation, classification, cause and effect, and analysis. He/she will utilize transitional devices showing addition, contrast, comparison, emphasis, exemplification, place, and reason. He/she will learn to detect and avoid the most common fallacies of logic. Finally, he/she will make the transition from paragraph to essay. Selected essays will be analyzed for structure.

ENG 1305 Introduction to Literature 3 credits
Prerequisite: ENG 1302-03, Introduction to Composition I-II, or the equivalent college course in composition taken elsewhere. The student will examine selected texts exemplifying the major forms of expression in fiction, drama, and poetry, and will demonstrate his/her skills by analyzing these texts in writing. The social uses of literature, and the psychological insights provided by both classical and modern works of literary art, will be considered, relating the function of literature to that of other arts.

ENG 1306 Writing Laboratory 0 credits
The writing laboratory provides an opportunity for all students who need supportive instruction to improve their writing skills. Students are tutored on a personal, individual basis by a staff of remediation assistants. Students registered for ENG 1302 Introduction to Composition I or advanced English may register for ENG 1306 upon recommendation of their instructor, or they may request such a referral. Students registered for ENG 1300 Basic Composition or ENG 1301 Core English may not register for ENG 1306 for credit hours. However, any student may drop in to the laboratory for assistance, subject to tutor availability. The writing laboratory will report back to the English instructor on a student's attendance and progress. In this way, the writing laboratory supplements classroom instruction.

ENG 1342 Studies in Fiction 3 credits (elective)
Prerequisite: ENG 1305 Introduction to Literature.
Through study of selected works of such major modern writers as Dostoevsky, Mann, Kafka, and Ellison, the student will develop and demonstrate skills in analysis of narrative order, point of view, characterization, conflict, and theme.

ENG 1346 Studies in Drama 3 credits (elective)
Prerequisite: ENG 1305 Introduction to Literature.
The student will examine structures and styles of modern drama through careful reading of the works of such playwrights as Ibsen, Shaw, Beckett, Miller Jones, and Bullins. Both dramatic and analytic skills will be demonstrated by the successful completion of a term paper.

ENG 1352 Shakespeare 3 credits (elective)
Prerequisite: ENG 1305 Introduction to Literature.
The student will examine structures and styles of modern drama through careful reading of the works of such playwrights as Ibsen, Shaw, Beckett, Miller Jones, and Bullins. Both dramatic and analytic skills will be demonstrated by the successful completion of a term paper.

Through close study of selected Shakespearean Histories, Comedies, and Tragedies, the student will trace the evolution of the playwright's career, examining Shakespeare's life set within the cultural and
political influences of his age. Records, films, and slides will be used as aids to develop appreciation for the Shakespearean theatre, and students will be encouraged to attend performances of Shakespeare's plays. Development of the student's ability to read and understand the Shakespearean play as drama is a primary objective of the course.

ENG 1354 The Modern American Novel 3 credits (elective)
Prerequisite: ENG 1305 Introduction to Literature.
The student will analyze major works of 20th century American fiction, identifying themes, styles, and structural components. Novelists such as Dreiser, Hemingway, Fitzgerald, Steinbeck, Wright, Ellison, and Bellow will be studied in relation to their cultural milieu as well as in terms of their relevance to the present.

ENG 1356 Women in Literature 3 credits (elective)
Prerequisite: ENG 1305 Introduction to Literature.
The student will examine the roles women have played in literature from classical times to the present, comparing these roles to the current status of women. Attention will be given also to a study of the little known art of various women authors. The views of male and female authors toward women will be compared. Slides will be used to visually present the various roles women have played.

ENG 1358 Literature of the Black American 3 credits (elective)
Prerequisite: ENG 1305 Introduction to Literature.
Through a reading and discussion of writers such as Richard Wright, Ralph Ellison, James Baldwin, John Killens, Amiri Baraka, and Ed Bullins, the student will study aspects of the experience of Black Americans.

ENG 1360 The Literature of Science Fiction 3 credits (elective)
Prerequisite: ENG 1305 Introduction to Literature.
The student will study current problems such as the technological revolution, the population explosion, world famine, and government interference in private life through literary works which deal with visions of possible futures. The readings will consist of a variety of short stories and at least two novels by current science fiction writers.

ENG 1362 Introduction to World Literature I 3 credits (elective)
Prerequisite: ENG 1305 Introduction to Literature.
This course is designed for those students who plan to go on to a four-year college with a major in humanities. The student will acquire the critical skills and knowledge to deal with (a) development of genres, (b) literary periods, and (c) individual works as evidenced by two or more papers. The course will cover the literature of Ancient Greece through the beginnings of the Renaissance, including Homer, Virgil, Chaucer, Dante, and others at the discretion of the instructor.

ENG 1364 Introduction to World Literature II 3 credits (elective)
Prerequisite: ENG 1305 Introduction to Literature.
Continuation of ENG 1362 Introduction to World Literature I. This course will cover the period from the High Renaissance to the beginnings of the 20th century. The student will acquire the critical skills and knowledge to deal with (a) development of genres, (b) literary periods, and (c) individual works. Two or more papers are required.

ENG 1396 Reading in the Social Sciences .5 credit
Prerequisite: Successful completion of ENG 1395 Advanced Reading in English As A Second Language or permission of instructor.
Corequisite: ENG 1300 Basic Composition or ENG 1302 Introduction to Composition I.
Class meets twice per week for classroom instruction and once per week in the Reading Laboratory for additional practice in skills. The course deals with higher-level reading skills, including literal, critical, and analytical reading; organization of reading materials; relationship between main idea and other sentences in paragraph; function of summary or conclusion; development of vocabulary using root words, context clues, prefixes, and suffixes; study skills including previewing, surveying, note-taking, outlining, and test-taking techniques. Students will have an opportunity to achieve mastery of these skills while being exposed to a variety of social science materials.

ENG 1397 Reading in the Natural Sciences .5 credit
Prerequisite: Successful completion of ENG 1396 Reading in the Social Sciences or permission of instructor.
Class meets twice per week for classroom instruction and once per week in the Reading
Laboratory for additional skills practice. This course will provide students with an opportunity to develop those reading skills that apply to reading scientific materials, recognizing the organizational patterns of scientific materials, developing a specialized vocabulary in the areas of science, being able to translate the written word into charts and graphs, and being able to read charts and graphs. The student will develop the ability to use illustrations and diagrams.

**ENG 1399 Developmental Reading 0 credits**

The student will work intensively to develop his/her ability to organize ideas, increase speed, and improve comprehension and interpretation. He/she will also concentrate on vocabulary improvement and retention of facts.

**MATHEMATICS**

The goal of the mathematics curriculum is twofold:

- To provide students in the natural and social sciences with the particular skills they need for higher-level work in their specialty.
- To give students in the arts and sciences program a deeper appreciation for the reality of mathematics that lies beyond mere computational skill. The emphasis is on logic and systematic construction leading to more sophisticated mathematical models.

The mathematics curriculum provides a variety of offerings that survey the meaning of mathematics as a logical system. The particular models chosen to exemplify these logical principles will vary from time to time depending on the current interests of students and faculty. Since such models are meant to be illustrations only, the choice can be selective without any change of purpose.

At the end of every semester (January and May), every student who takes a mathematics course must take and pass a skills test similar to the mathematics placement test given to every student who applies to Hostos. No credit will be given for any mathematics course until this test is passed.

All courses in the Mathematics Department can be offered in English or Spanish, depending upon student needs.

Students interested in planning a concentration in mathematics are advised to consult with the Mathematics Department chairman.

**MAT 1604 Basic Math Skills (Science)**

1 credit

The student will perform the four basic operations with polynomial expressions and solve examples and problems using the metric system, proportions, direct and inverse variation and similar triangles. The student will also study and solve problems requiring the use of the Pythagorean theorem and trigonometry; perform calculations involving the law of exponents, scientific notation, and logarithms, solve verbal problems involving rates of change, and simultaneous linear and quadratic equations.

**MAT 1622 Elementary Algebra** 2 credits

Prerequisite: MAT 1622 Elementary Algebra or pass qualifying exam.

The student will perform fundamental operations with polynomials and rational algebraic expressions; simplify algebraic expressions with integral exponents; factor polynomials and solve relations and linear and quadratic equations. The student will also simplify algebraic expressions with fractional exponents and radicals and graph linear, quadratic, and higher-degree equations.

**MAT 1624 Intermediate Algebra** 2 credits

The student will solve and graph linear, quadratic, and higher-degree equations and inequalities; solve problems involving exponents, roots, and radicals; study exponential and logarithmic operations and simplify and evaluate expressions using properties of exponents and logarithms; and solve problems using numerical trigonometry.
MAT 1628 College Algebra  3 credits
Prerequisite: MAT 1624 Intermediate Algebra or pass qualifying exam, or have taken two years of high school mathematics.
The student will study the complex number system and solve problems involving complex numbers; solve first and second degree systems of equations using different techniques; study trigonometric functions and their inverses as well as exponential and logarithmic functions; solve problems using trigonometric laws and identities; and study progressions and mathematical induction and solve elementary problems involving concepts of "limit."

MAT 1632 Introductory College Mathematics I  3 credits
The student will study and become proficient in operations that involve the decimal system, systems with other bases, modular arithmetic, and the fundamentals of set theory; evaluate compound statements involving disjunction, conjunction, and implications; construct truth tables; and perform basic operations and identify properties possessed by the set of integers and rational and real numbers.

MAT 1634 Introductory College Mathematics II  3 credits
The student will solve problems involving denominate numbers based on both the metric and English systems of measurement as well as problems in nonmetric geometry and elementary problems in topology. The student will also define fundamental concepts of elementary algebra and solve linear equations in one and two variables. He/she will graph linear equations, relations, and functions and investigate the meaning of probability and some of its applications.

MAT 1642 Calculus I  3 credits
Prerequisite: Three years of high school mathematics or MAT 1628 College Algebra or pass qualifying exam.
The student will review coordinate geometry and study the mathematical notion of the increment of a function and learn to apply it to limits, to slope, and, finally, to the derivative. The student will study and show proficiency in operating with elementary functions and their limits; in finding the derivatives of polynomial functions, of rational functions, and of trigonometric functions; and, finally, in applying all of these operations to selected problems.

MAT 1644 Calculus II  3 credits
Prerequisite: MAT 1642 Calculus I or its equivalent.
The student will study and become proficient in various techniques of integration and their applications. Among these techniques are included integration by the method of partial fractions, integrations by parts, and numerical methods for approximating integrals. Among the applications are included the evaluation of improper integrals and simple differential equations. The student will apply the definite integral to standard problems involving the following: area, volume, arc length, surface of revolution, moment and center of mass, centroid, hydrostatic pressure, and work.

MAT 1646 Calculus III  3 credits
Prerequisite: MAT 1642-44 Calculus I-II or its equivalent.
The student will study and become proficient in his/her knowledge of functions and in evaluating sequences and series of constants. He/she will test such sequences and series for convergence and divergence. He/she will prove Taylor's Theorem with remainder and apply it to selected problems. The student will also re-examine elementary calculus in a rigorous fashion, and present detailed proofs for continuity of functions, the intermediate value theorem, the mean value theorem, and convergence and uniform convergence.

MAT 1682 Introduction to Probability and Statistics  3 credits
Prerequisite: One year of algebra or its equivalent.
The student will identify, define, and compute the measures of central tendency and dispersion; develop frequency distribution and related histograms; determine the level of correlation; and draw inferences from regression lines. The student will also solve problems involving sample spaces, counting techniques, and mathematical expectation; determine the probability of normally distributed events through use of tables; conduct hypothesis testing; and determine confidence intervals.

MAT 1692 Introduction to Computer Science  3 credits
Prerequisite: At least one year of algebra.
The student will study the following as they relate to computers: the algorithm, its expressions as a flow-chart, a computer model and a computer language (BASIC), computation and data organization, arithmetic expressions, compound conditions, branching, arrays, and looping. The student will also study the following as they relate to computers: approximations, functions and procedures, numerical applications, roots of equations, maxima and minima, areas, simultaneous equations, averages, and deviation from the average.
MAT 1700 Remedial Mathematics  
1 credit
The student will be drilled in the use of integers, fractions, and decimals under the four basic arithmetic operations. He/she will also study powers and roots of integers, percent, ratio, and proportion. The student will demonstrate his/her proficiency in these operations formally and as applied to word problems.

MAT 1722 Linear Algebra  
3 credits
Prerequisite: One semester of calculus.
The student will study matrix algebra; solve systems of homogeneous and inhomogeneous linear equations; define and understand the concepts of vector space, subspace, linearly independence and dependence of vectors and spanning set. The student will define the concepts of basis and dimension of a vector space; define the concept of linear transformation and determine its matrix representation; determine Eigenvalues and Eigenvectors for a linear transformation.

MAT 1732 Number Theory  
3 credits
Prerequisite: Two years of high school algebra or MAT 1634 Introductory College Mathematics II, or pass qualifying exam.
The student will verify some fundamental properties of natural numbers; express numbers in different bases; find the greatest common divisors of two numbers by Euclid’s algorithm; factor an integer by various methods such as Fermat’s and Euler’s methods; and become acquainted with several solved and unsolved problems in number theory. The student will find the number of divisors of a natural number, the sum of the divisors, the product of the divisors, and the means of the divisors; become acquainted with perfect, multiply perfect, amicable and sociable numbers, and analyze various theorems related to perfect numbers; study Euler’s function; solve simple diophantine equations; and study congruences.

MAT 1742 Ordinary Differential Equations  
3 credits
Prerequisite: MAT 1644 Calculus II.
The student will formulate and solve differential equations of the first and second order. He/she will apply these methods to related practical problems. The student will formulate and solve linear differential equations with constant coefficients and apply these techniques to practical problems that give rise to such equations.

MEDICAL LABORATORY TECHNOLOGY

The Medical Laboratory Technology Program provides training for the student in the basic skills required for a career in medical technology.
In addition to the courses listed for the program at Hostos, the medical technology student will study and work 1,000 hours in an approved hospital laboratory under the supervision of Hostos faculty and hospital laboratory personnel.
Upon completion of the required courses and the hospital training, the student will receive the associate in applied sciences (A.A.S.) degree and will be eligible to be certified by the New York City Health Department as a certified laboratory technician.

Criteria for Admission to Medical Laboratory Technology Program
All students must fulfill the following requirement before applying for admission to the Medical Laboratory Technology Program: Reading and Comprehension at 10.5 grade level or higher; successful completion of ESL 1332 Advanced English As A Second Language.

Transfer Students
Transfer students are subject to the same admissions criteria as new students. However, transfer students should be advised that the duration of the sequence of courses leading to the A.A.S. degree in medical laboratory technology is between one and one-half years to two years from the time of admission.
Readmission to the Program
Only the following students will be considered for readmission to the program:
1. Students withdrawing from the program in good academic standing.
2. Students having an approved leave of absence from the program director.

Program of Studies Leading to the A.A.S. Degree in Medical Laboratory Technology for Students Beginning with MAT 1604 Basic Math Skills (Science)

<table>
<thead>
<tr>
<th>First Year</th>
<th>Hrs/week</th>
<th>Class/lab</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>First Semester</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Eng 1302 Introduction to Composition I</td>
<td>3</td>
<td>3</td>
<td>3</td>
</tr>
<tr>
<td>Bio 3702 General Biology II</td>
<td>3</td>
<td>3</td>
<td>4</td>
</tr>
<tr>
<td>Mat 1604 Basic Skills for Science Majors</td>
<td>6</td>
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<td>1</td>
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<tr>
<td>HLT 6504 Medical Terminology</td>
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</tr>
<tr>
<td>Physical Education</td>
<td>3</td>
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<td>1</td>
</tr>
<tr>
<td><strong>Second Semester</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Eng 1303 Introduction to Composition II</td>
<td>3</td>
<td></td>
<td>3</td>
</tr>
<tr>
<td>Bio 3704 General Biology II</td>
<td>3</td>
<td>3</td>
<td>4</td>
</tr>
<tr>
<td>CHE 4008 Fundamentals of Chemistry</td>
<td>5</td>
<td></td>
<td>5*</td>
</tr>
<tr>
<td>Mat 1622 Elementary Algebra</td>
<td>6</td>
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<td>2</td>
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<tr>
<td><strong>Summer</strong></td>
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<tr>
<td>MLT 5909 General Microbiology</td>
<td>3</td>
<td>3</td>
<td>4</td>
</tr>
<tr>
<td><strong>Second Year</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Third Semester</strong></td>
<td>Hrs/week</td>
<td>Class/Lab</td>
<td>Credits</td>
</tr>
<tr>
<td>Mat 1624 Intermediate Algebra</td>
<td>6</td>
<td></td>
<td>2</td>
</tr>
<tr>
<td>CHE 4002 General Chemistry I</td>
<td>4</td>
<td>3</td>
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<tr>
<td>MLT 5911 Medical Microbiology</td>
<td>3</td>
<td>3</td>
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<td>Elective</td>
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<tr>
<td><strong>Fourth Semester</strong></td>
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</tr>
<tr>
<td>Electives</td>
<td>3</td>
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<tr>
<td>CHE 4004 General Chemistry II</td>
<td>4</td>
<td>3</td>
<td>3</td>
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<tr>
<td>MLT 5907 Histology</td>
<td>3</td>
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<td>4</td>
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<tr>
<td>MLT 5902 Clinical Lab Science 1-2</td>
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<td>4</td>
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<td><strong>Total</strong></td>
<td>12</td>
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<td>14</td>
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</table>

*Only 2.0 credits allowed for graduation.
Summer
MLT 5912 Hospital Lab Practice 0

Third Year

<table>
<thead>
<tr>
<th>Fifth Semester</th>
<th>Hrs/week</th>
<th>Credits</th>
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<tr>
<td>HLT 6507 Contemporary Health Issues</td>
<td>3</td>
<td>3</td>
</tr>
<tr>
<td>CHE 4020 Organic and Biochemistry</td>
<td>3 4</td>
<td>4</td>
</tr>
<tr>
<td>MLT 5904 Clinical Lab Science 3-4</td>
<td>2 4</td>
<td>4</td>
</tr>
<tr>
<td>Electives</td>
<td>3</td>
<td>3</td>
</tr>
<tr>
<td><em>Total</em></td>
<td>11 8</td>
<td>14</td>
</tr>
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</table>

Sixth Semester
MLT 5912 Hospital Laboratory Practice 0
_Total_ 64

Program of Studies for ESL Students Leading to the A.A.S. Degree in Medical Laboratory Technology

First Year

<table>
<thead>
<tr>
<th>First Semester</th>
<th>Hrs/week</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>ESL 1316 Basic ESL*</td>
<td>12 hrs</td>
<td>4</td>
</tr>
<tr>
<td>SPA 2210 Basic Spanish Composition</td>
<td>3 hrs</td>
<td>3</td>
</tr>
<tr>
<td>ESL 1393 Basic ESL Reading</td>
<td>3 hrs</td>
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</tr>
<tr>
<td><em>Total</em></td>
<td>18 hrs</td>
<td>7</td>
</tr>
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</table>

*Or next advanced course based on English placement test.

Second Semester

| MAT 1604 Basic Skills for Science Majors | 6 hrs | 1       |
| ESL 1394 Intermediate ESL Reading     | 3 hrs | 0       |
| ESL 1322 Intermediate ESL             | 6 hrs | 2       |
| Physical Education                    | 3 hrs | 1       |
| _Total_                               | 18 hrs | 4       |

Summer

| ESL 1332 Advanced ESL               | 6 hrs | 2       |
| ESL 1395 Advanced ESL reading       | 3 hrs | 0       |
| _Total_                             | 9 hrs  | 2       |

Second Year

<table>
<thead>
<tr>
<th>Third Semester</th>
<th>Hrs/week</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>ENG 1300 Basic Composition</td>
<td>6 hrs</td>
<td>3</td>
</tr>
<tr>
<td>BIO 3702 General Biology (Eng.)</td>
<td>3 hrs</td>
<td>4</td>
</tr>
<tr>
<td>ENG 1397 Readings in Natural Science</td>
<td>3 hrs</td>
<td>.5</td>
</tr>
<tr>
<td>HLT 6504 Medical Terminology</td>
<td>3 hrs</td>
<td>1</td>
</tr>
<tr>
<td>MAT 1622 Elementary Algebra</td>
<td>6 hrs</td>
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<td><em>Total</em></td>
<td>21 hrs</td>
<td>10.5</td>
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### Fourth Semester

<table>
<thead>
<tr>
<th>Course</th>
<th>Hrs/week</th>
<th>Credits</th>
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</thead>
<tbody>
<tr>
<td>CHE 4008 Fundamentals of Chemistry</td>
<td>5 hrs</td>
<td>5*</td>
</tr>
<tr>
<td>MAT 1624 Intermediate Algebra</td>
<td>6 hrs</td>
<td>2</td>
</tr>
<tr>
<td>BIO 3704 General Biology</td>
<td>3 hrs</td>
<td>4</td>
</tr>
<tr>
<td>ENG 1302 Introduction to Composition I</td>
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<tr>
<td><strong>Total</strong></td>
<td>17 hrs</td>
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</tbody>
</table>

*Only 2 credits allowed for graduation.

#### Summer

**MLT 5909 General Microbiology**

### Third Year

#### Fifth Semester

<table>
<thead>
<tr>
<th>Course</th>
<th>Hrs/week</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>CHE 4002 General Chemistry I</td>
<td>4 hrs</td>
<td>3</td>
</tr>
<tr>
<td>HLT 6507 Contemporary Health Issues</td>
<td>3 hrs</td>
<td>3</td>
</tr>
<tr>
<td>ENG 1303 Introduction to Composition II</td>
<td>3 hrs</td>
<td>3</td>
</tr>
<tr>
<td>MLT 5911 Medical Microbiology</td>
<td>3 hrs</td>
<td>4</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td>13 hrs</td>
<td>13</td>
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#### Sixth Semester

<table>
<thead>
<tr>
<th>Course</th>
<th>Hrs/week</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>CHE 4004 General Chemistry II</td>
<td>4 hrs</td>
<td>3</td>
</tr>
<tr>
<td>MLT 5907 Histology</td>
<td>3 hrs</td>
<td>3</td>
</tr>
<tr>
<td>MLT 5902 Clinical Lab. Science</td>
<td>2 hrs</td>
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<tr>
<td><strong>Total</strong></td>
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#### Summer

**MLT 5912 Hospital Laboratory Practice**

#### Fourth Year

#### Seventh Semester

<table>
<thead>
<tr>
<th>Course</th>
<th>Hrs/week</th>
<th>Credits</th>
</tr>
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<tbody>
<tr>
<td>CHE 4020 Organic and Biochemistry</td>
<td>3 hrs</td>
<td>4</td>
</tr>
<tr>
<td>MLT 5904 Clinical Science</td>
<td>2 hrs</td>
<td>4</td>
</tr>
<tr>
<td>MLT 5912 Hospital Laboratory Practice</td>
<td>5 hrs</td>
<td>8</td>
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<tr>
<td><strong>Total</strong></td>
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<td>8</td>
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</table>

#### Eighth Semester

<table>
<thead>
<tr>
<th>Course</th>
<th>Credits</th>
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</thead>
<tbody>
<tr>
<td>MLT 5912 Hospital Laboratory Practice</td>
<td>0</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td>70.5</td>
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Program of Studies Leading to the A.A.S. Degree in Medical Laboratory Technology for Students Beginning with MAT 1622, 1624, or 1627

First Year

<table>
<thead>
<tr>
<th>First Semester</th>
<th>Hrs/week</th>
<th>Class/lab</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>MAT 1622 Elementary Algebra*</td>
<td>6</td>
<td></td>
<td>2</td>
</tr>
<tr>
<td>CHE 4008 Fundamentals of Chemistry*</td>
<td>5</td>
<td></td>
<td>5**</td>
</tr>
<tr>
<td>BIO 3702 General Biology II</td>
<td>3</td>
<td>3</td>
<td>4</td>
</tr>
<tr>
<td>Physical Education</td>
<td>3</td>
<td></td>
<td>1</td>
</tr>
<tr>
<td>HLT 6504 Medical Terminology</td>
<td>3</td>
<td></td>
<td>1</td>
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<tr>
<td><strong>Total</strong></td>
<td>20</td>
<td>3</td>
<td><strong>13.0</strong></td>
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</table>

*Or next advanced course based on entrance placement examination in math and chemistry.

**Only 2 credits allowed for graduation.

Second Semester

| MAT 1624 Intermediate Algebra                        | 6        |           | 2       |
| CHE 4002 General Chemistry I                         | 4        | 3         | 3       |
| BIO 3704 General Biology II                          | 3        | 3         | 4       |
| ENG 1302 Introduction to Composition I               | 3        |           | 3       |
| HLT 6507 Contemporary Health Issues                  | 3        |           | 3       |
| **Total**                                            | 19       | 6         | 15      |

Summer

| MLT 5909 General Microbiology                        | 3        | 3         | 4       |

Second Year

| Third Semester                                       |          |          |         |
| Electives                                           | 3        | 3         | 3       |
| CHE 4004 General Chemistry II                        | 3        | 3         | 3       |
| ENG 1303 Introduction to Composition II              | 3        |           | 3       |
| MLT 5911 Medical Microbiology                        | 3        | 3         | 4       |
| **Total**                                            | 13       | 6         | 13      |

Fourth Semester

| CHE 4020 Organic and Biochemistry                    | 3        | 4         | 4       |
| MLT 5902 Clinical Science                            | 2        | 4         | 4       |
| MLT 5906 Histology                                   |          |          | 4       |
| Electives                                           |          |          | 3       |
| **Total**                                            |          |          | **15**  |

Summer

| MLT 5912 Hospital Lab Practice                       |          |          | 0       |

Third Year

| Fifth Semester                                       |          |          |         |
| MLT 5904 Clinical Science                            |          |          | 4       |
| MLT 5912 Hospital Laboratory Practice                |          |          | 0       |
| **Total**                                            |          |          | **64**  |
MLT 5902 Clinical Laboratory Science I 4 credits
Prerequisites: CHE 4002 General Chemistry I and BIO 3704 General Biology II.
The student will demonstrate standard routine methods of analysis on urine, physical, microscopic, and chemical tests. The student will perform routine hematological tests, standard blood-banking techniques, and basic coagulation tests.

MLT 5904 Clinical Laboratory Science II 4 credits
Prerequisite: CHE 4004 General Chemistry II.
The student will perform standard current biochemical determinations using both manual techniques and some automated procedures. Lecture-discussion two hours, laboratory four hours. (Formerly listed as Clinical Chemistry I-II.)

MLT 5906 Histology 4 credits
Prerequisites: MLT 5902 Clinical Laboratory Science and CHE 4002 General Chemistry I.
The student will process tissue in paraffin and frozen sections for microscopic examination. The student will study and identify cells, tissues, and organs from human and animal sources. Lecture-discussion two hours, laboratory four hours.

MLT 5909 General Microbiology 4 credits
Prerequisite: BIO 3704 General Biology II.
The student will classify and describe the main groups of micro-organisms and isolate and cultivate micro-organisms in the laboratory. The student will learn to practice sterile techniques and prepare micro-organisms for microscopic examination. Lecture-discussion two hours, laboratory four hours.

MLT 5910 Medical Microbiology 4 credits
Prerequisite: MLT 5809 General Microbiology.
The student will examine, describe, and classify micro-organisms of medical importance. The student will cultivate and identify the organisms in the laboratory using standard methods of identification. Lecture-discussion two hours, laboratory four hours.

MLT 5912 Hospital Laboratory Practice 0 credits
Prerequisite: Completion of all medical laboratory courses.
The student will perform the standard laboratory tests which he/she has learned in the college laboratory in a hospital setting.

MODERN LANGUAGES

The study of modern languages is designed to enable the student to acquire elementary conversational skills in French, Italian, or Spanish for everyday social and professional communication and for career goals.

Students who already possess demonstrable practical language skills can pursue advanced offerings in language and literature (French and Spanish), including independent readings.

In the elementary language offerings, the student can mark his/her progress by achievement of the performance objectives set forth in each course either through oral or written tests. To attain conversational skill in basic offerings (02-04 sequence) attendance is mandatory at each class meeting, reinforced by a one-hour-per-week minimum of oral practice in the language laboratory.

In the advanced offerings, credit is earned by the development of skills basic to the appreciation of literature: identification of literary genres, analysis of texts, cultural patterns reflected in a given work, comparison of stylistic modes, and the organization of ideas in writing techniques. Frequent individual conferences with the instructor guide the student to evaluate his/her own progress.

A three-credit semester sequence in language offerings insures course equivalency for transfer to other colleges. A student receives credit for the first semester only after completion of the second semester.

In the elementary offerings, the use of the vernacular will be limited to the minimum necessary in order to insure comprehension. Only the modern language itself will be
used in the study of literature; exceptions to this are French 1922 African Literature in French and French 1952 French Culture and Science, which are offered in both French and English.

Arts and sciences students will receive credit for the 02-04 semester sequence only after they have completed the two courses in this sequence, unless credited with advanced placement. Health science students who choose a modern language as an elective need only complete three credits, except for the A.A. degree in Early Childhood Education, which requires six credits.

Students interested in planning a concentration in the modern languages are advised to consult the Modern Languages Department chairman.

French

FRE 1902 Elementary French I 3 credits
The beginning student will demonstrate elementary skills in speaking, reading, and writing French through recitation in the classroom and practice in the language laboratory.

FRE 1904 Elementary French II 3 credits
Prerequisite: FRE 1902 Elementary French I or the equivalent.
The student will demonstrate further development of the basic skills acquired in FRE 1902 through recitation in the classroom and practice in the language laboratory.

FRE 1906 Intermediate French I 3 credits
Prerequisite: FRE 1904 Elementary French II or the equivalent.
The student will demonstrate self-expression in French through a systematic review of grammar and the reading and discussion of selected prose and poetry in class. The student will use the language laboratory for supplementary oral drill.

FRE 1908 Intermediate French II 3 credits
Prerequisite: FRE 1906 Intermediate French I or the equivalent.
The student will demonstrate self-expression in French through continued systematic review of grammar, the reading and discussion of the works of selected contemporary writers, the presentation of written and oral reports based on current periodicals, happenings, or subjects of personal interest. The student will use the language laboratory for supplementary oral drill.

FRE 1922 African Literature in French 3 credits
Prerequisite: FRE 1908 Intermediate French I or the equivalent.
The student will read, discuss, and prepare written or oral reports on the imaginative and didactic works of such contemporary African writers as Oyono, Diop, Senghor, Camara Laye, and Frantz Fanon and Aime Cesaire of the Caribbean. Current philosophies such as “La Négritude” will be analyzed as well as political, economic, aesthetic, and linguistic trends in the African nations represented by these men of letters. Offered in French and English.

FRE 1944 Extensive Readings in French 3 credits
Prerequisite: Consent of the instructor.
The student will read five to seven works from a list recommended by the instructor or suggested by the student and approved by the instructor. The student will submit a written report on each of the readings and will meet with the instructor to discuss these reports.

FRE 1952 French Culture and Science 3 credits
Prerequisite: Consent of the instructor.
The student will read and discuss key excerpts of works by French thinkers who reflect contemporary culture and values. Through classroom demonstrations, the student will identify major research contributions of renowned French scientists, one of whom will be chosen for a written and oral report. Offered in French and in English.

Italian

ITA 2102 Elementary Italian I 3 credits
The beginning student will demonstrate elementary skills in speaking, reading, and writing Italian through recitation in the classroom and practice in the language laboratory.

ITA 2104 Elementary Italian II 3 credits
Prerequisite: ITA 2102 Elementary Italian I or the equivalent.
The student will demonstrate further development of the basic skills acquired in ITA 2102 through recitation in the classroom and practice in the language laboratory.
Spanish

SPA 2202 Elementary Spanish I 3 credits
The beginning student will demonstrate elementary skills in speaking, reading, and writing Spanish through recitation in the classroom and practice in the language laboratory.

SPA 2204 Elementary Spanish II 3 credits
Prerequisite: SPA 2202 Elementary Spanish or the equivalent.
The student will demonstrate further development of the basic skills acquired in SPA 2202 through recitation in the classroom and practice in the language laboratory.

SPA 2206 Intermediate Spanish I 3 credits
Prerequisite: SPA 2204 Elementary Spanish or the equivalent.
The student will demonstrate self-expression in Spanish through a systematic review of grammar and the reading and discussion of selected prose and poetry in class. The student will use the language laboratory for supplementary oral drill.

SPA 2208 Intermediate Spanish II 3 credits
Prerequisite: SPA 2206 Intermediate Spanish or the equivalent.
The student will demonstrate self-expression in Spanish through continued systematic review of grammar, the reading and discussion of the works of selected contemporary writers, the presentation of written and oral reports based on current periodicals, happenings, or subjects of personal interest. The student will use the language laboratory for supplementary oral drill.

SPA 2210 Basic Spanish Composition 3 credits
Prerequisite: Placement test.
The student will work intensively on grammar, punctuation, and sentence construction; reading comprehension; vocabulary; note taking; effective listening. At the request of the instructor, there will be individual conferences with the student. Students are required to take this course if they do not meet the success criteria of the diagnostic Spanish language examination.

SPA 2214 Introduction to Literature 3 credits
Prerequisite: SPA 2210 Basic Spanish Composition or the equivalent.
The student will analyze and discuss, orally and in writing, readings in the literary genres selected from representative authors from Spanish and world literature.

SPA 2216 Spanish for Native Speakers I 3 credits
Prerequisite: Placement test.
The student will demonstrate skills in speaking and reading through a basic review of Spanish grammar, in particular those aspects that present special difficulties to the native speaker born in the United States or educated in this country.

SPA 2218 Spanish for Native Speakers II 3 credits
Prerequisite: SPA 2216 Spanish for Native Speakers I or the equivalent.
Continuation of SPA 2216, but with special emphasis on composition skills: spelling, paragraph, and essay organization.

SPA 2224 Contemporary Spanish-American Theatre 3 credits
Prerequisite: Spanish 2210 Basic Spanish Composition or the equivalent.
The student will analyze and discuss representative dramatic works of present-day Spanish-American writers as related to the social, political, and economic conditions prevailing in the different countries. The student will compare and contrast works, formulate character analyses, and identify dramatic elements noted therein.

SPA 2226 The Contemporary Spanish-American Novel 3 credits
Prerequisite: Spanish 2210 Basic Spanish Composition or the equivalent.
The student will read some of the most important Spanish-American novels of today, and discuss them both orally and in writing. A term paper may be required. Such novelists as Asturias, Carpentier, and García Márquez will be analyzed.

SPA 2228 The Spanish-American Short Story 3 credits
Prerequisite: SPA 2210 Basic Spanish Composition or the equivalent.
The student will read representative short stories by Spanish-American writers; participate in literary discussions based on the readings; prepare both oral and written reports.

SPA 2230 Caribbean Literature 3 credits
Prerequisite: SPA 2210 Basic Spanish Composition or the equivalent.
The student will read, analyze, and discuss selections from the contemporary literature of Cuba, the Dominican Republic, and Puerto Rico, paying special attention to the political, social, and cultural aspects of each work. Written or oral reports may be required.
SPA 2232 Advanced Spanish Composition
3 credits
Prerequisite: SPA 2210 Basic Spanish Composition or the equivalent.
The student will demonstrate the skill to present ideas effectively in written Spanish by writing expository, descriptive, narrative, and argumentative prose as well as by translating English prose.

SPA 2242 Modern Spanish Literature
3 credits
Prerequisite: SPA 2210 Basic Spanish Composition or the equivalent.
The student will read representative works by Spanish authors from the Generation of 1898 to the present; participate in literary discussions based on readings and lectures presented by the instructor; and prepare both oral and written reports.

SPA 2244 Extensive Readings in Spanish
3 credits
Prerequisite: Consent of the instructor.
The student will read five to seven works from a list recommended by the instructor or suggested by the student and approved by the instructor. The student will submit a written report on each of the readings and meet with the instructor to discuss the reports.

SPA 2248 Spanish-American Essay
3 credits
Prerequisite: SPA 2210 Basic Spanish Composition or the equivalent.
The student will read, analyze, and discuss essays of modern Spanish-American writers such as: Alfonso Reyes, Ezequiel Martínez Estrada, Pedro Henríquez Ureña, Antonio S. Pedreira. Written and oral reports may be required.

PHYSICAL EDUCATION/ATHLETICS

The philosophy of the Department of Physical Education/Athletics is to provide students with educational experiences to help them to meet the needs of individual physical fitness and leisure living.

The department attempts to express its philosophy in the following ways:

1. Through a service program, the department seeks to insure that each student acquires a comprehensive understanding of physical fitness, dynamic health, and leisure living, the ability to evaluate his or her level of physical fitness now and throughout life, the ability to identify personal fitness and leisure-living needs on a continuing basis; the experience of counseling techniques which explore available options toward meeting individual fitness and leisure-living needs; and basic and advanced skills in healthful physical activities of the student’s own selection.

2. The department offers a program of intramurals, recreational, and special activities designed to meet student skills and interests.
3. The department offers a comprehensive program of intercollegiate athletics to meet the needs and interests of highly skilled students in the sport of their respective choice. At present, the college supports intercollegiate programs in men's basketball, baseball, soccer, and cross country, and women's volleyball, basketball, and cheerleading. Students who are interested in planning a concentration in physical education are advised to consult with the Physical Education/Athletics Department chairman.

Beginning in September 1974, all freshman students in programs of study requiring physical education must successfully complete PED 0100 Personal Physical Fitness as a prerequisite to any activity modules.

All required physical education modules within the service program are to be taken from among modules PED 0100 to PED 0146.

PED 0100 Personal Physical Fitness 1 credit
This module is required of all freshman students in programs requiring physical education. The student will analyze modern concepts of fitness; obtain an evaluation of his or her own level of fitness and health; and participate in a variety of exercise programs designed to improve muscular and cardiovascular systems. Students will be counseled to answer their fitness-health needs.

PED 0101 Advanced Athletics-Men's Basketball 1 credit
The student will receive credit after he has met pre-established criteria in the activity of intercollegiate basketball.

PED 0104 Advanced Athletics-Women's Cheerleading 1 credit
The student will perform the basic jumps and tumbling skills in cheerleading and be able to demonstrate knowledge of basic welcome, side-line, and floor cheers. Learning methods include films, demonstration, and lab sessions.

PED 0105 Advanced Athletics-Women's Volleyball 1 credit
The student will receive credit after she has met pre-established criteria in the activity of intercollegiate volleyball.

PED 0106 Advanced Athletics-Women's Basketball 1 credit
The student will receive credit after she has met pre-established criteria in the activity of intercollegiate women's basketball.

PED 0107 Advanced Athletics-Men's Soccer 1 credit
The student will receive credit after he has met pre-established criteria in the activity of intercollegiate soccer.

PED 0115 Beginning Karate 1 credit
Prerequisite: PED 0100 Personal Physical Fitness.
At the conclusion of this module, the student will be able to perform the fundamental skills related to karate. This course will meet for two hours per week for one semester.

PED 0117 Judo 1 credit
Prerequisite: PED 0100 Personal Physical Fitness.
The student will perform the skills in the attainment of a "Yellow Belt." This course will meet for two hours per week for one semester.

PED 0119 Self-Defense for Men and Women 1 credit
Prerequisite: PED 0100 Personal Physical Fitness.
The student will defend himself or herself against attacks from the side and back, and will identify the various safety programs for the home and streets. This course will meet for two hours per week for one semester.

PED 0121 Non-Swimmer 1 credit
Prerequisite: PED 0100 Personal Physical Fitness.
The student will observe rules of water safety and perform the fundamental strokes and survival skills in deep water. This course will meet for two hours per week for one semester.

PED 0122 Beginning Swimming 1 credit
Prerequisite: PED 0100 Personal Physical Fitness.
The student will observe the rules of water safety and perform the basic swimming strokes associated with the American Red Cross Program for beginning swimmers. This course will meet for two hours per week for one semester.

PED 0123 Intermediate Swimming 1 credit
Prerequisite: PED 0100 Personal Physical Fitness.
The student will perform advanced swimming strokes and diving skills and develop stamina in the water. This course will meet for two hours per week for one semester.
PED 0124 Senior Life Saving  1 credit
Prerequisite: PED 0100 Personal Physical Fitness.
The student will observe advanced rules of water safety and perform advanced swimming strokes and life-saving techniques as required by the American Red Cross Senior Life Saving. This course will meet for two hours per week for one semester.

PED 0130 Bowling  1 credit
Prerequisite: PED 0100 Personal Physical Fitness.
The student will state the basic rules, methods of scoring, and etiquette of bowling and demonstrate the fundamental bowling skills. Learning methods include discussion, videotapes, demonstrations, and lab sessions. This course will meet for two hours per week for one semester.

PED 0131 Beginning Fencing  1 credit
Prerequisite: PED 0100 Personal Physical Fitness.
The student will perform competitively with the foil, executing various attacks and parries. This course will meet for two hours per week for one semester.

PED 0132 Outdoor Winter Sports  1 credit
Prerequisite: PED 0100 Personal Physical Fitness.
The student will perform the basic skills related to the outdoor winter sports of ice skating, downhill skiing and cross country skiing. The student will demonstrate his or her knowledge of the safety measures and use of equipment in each sport.

PED 0135 Slimnastics and Figure Control  1 credit
Prerequisite: PED 0100 Personal Physical Fitness.
The student will learn the basic concepts of body development and weight control by means of calisthenic and isometric exercises. A figure and nutrition analysis will be taken of each student. Learning methods include lecture-discussions, films, demonstrations, and lab sessions. This course will meet for two hours per week for one semester.

PED 0136 Beginning Tennis  1 credit
Prerequisite: PED 0100 Personal Physical Fitness.
The student will perform basic tennis ground strokes, analyze court strategy, define court rules and observe the etiquette of both single and double tennis matches.

PED 0137 Intermediate Tennis  1 credit
Prerequisite: PED 0136 Beginning Tennis or permission of the instructor.
The student will improve and strengthen basic ground strokes, develop advanced strokes, and implement court strategy in both single and double tennis matches.

PED 0138 Weight Training and Body Development  1 credit
Prerequisite: PED 0100 Personal Physical Fitness.
The student will perform the proper skills of weight training; analyze modern concepts of weight training, muscular development, and physical fitness; and participate in his own weight-training program. The student will learn the basic terms and concepts and perform the basic skills associated with weight training and body building. This course will meet for two hours per week for one semester.

PED 0139 Beginning Yoga  1 credit
Prerequisite: PED 0100 Personal Physical Fitness.
The student will perform the fundamental exercises and breathing techniques of Yoga as a basis for physical and mental self-improvement. Learning methods include lecture-discussions, demonstrations, and lab sessions. This course will meet for two hours per week for one semester.

PED 0144 Independent Study  1-2 credits
Prerequisite: Permission of the chairman.
The student will be given an opportunity, in consultation with the chairman of the department, to formulate an active, individualized, independent program of learning within physical education.

PED 0133 Handball, Paddleball  1 credit
Prerequisite: PED 0100 Personal Physical Fitness.
The student will develop and demonstrate the skills of handball and paddleball and develop a higher level of physical fitness through participation. This course will meet for two hours per week for one semester.

PED 0145 Black and Puerto Rican Dance  1 credit
Prerequisite: PED 0100 Personal Physical Fitness.
The student will perform the basic movements of Black and Puerto Rican dance and will recognize the origins of Black and Puerto Rican dance. The student will have the opportunity to explore creative movement. This course will meet for two hours per week for one semester. Offered in English and Spanish.
PED 0146 Fitness Through Dance 1 credit
Prerequisite: PED 0100 Personal Physical Fitness.
The student will improve his or her physical fitness through specific dance steps and exercises performed to music. Teaching methods include lecture-discussions and demonstration. This course will meet for two hours per week for one semester.

PED 0150 Theory and Practice of Basketball and Baseball 1 credit
Prerequisite: For physical education concentration students only, or by special permission of the instructor.
The student will analyze and appraise player ability. He will identify and define organizational and administrative elements of both sports. In addition, the student will formulate coaching philosophies based on modern concepts of sports and human relationships.

PED 0157 Introduction to Movement 1 credit
Prerequisite: For physical education concentration students only, or by special permission of the instructor.
The student will perform movement patterns as found in dance, sports, and daily movement activities. The student will recognize, identify, and define basic concepts of movement.

PED 0175 Games of Low Organization 1 credit
Prerequisite: For physical education concentration students only, or by permission of the instructor.
The student will state, recognize, and perform the elements involved in teaching games of low organization. Emphasis will be placed on motor exploration, class orientation, and fundamental game skills. Physical education concentration students will be expected to do field work.

PED 0177 First Aid and Safety 2 credits
Prerequisite: For physical education concentration students only, or by permission of the instructor.
The student will analyze and perform immediate and temporary care for an accident victim. The student will also demonstrate knowledge of accident prevention principles and practices of safety education in the home, in school, on the job, and in the community with special attention given to sports-derived injuries.

PHYSICAL SCIENCES

The Department of Physical Sciences is primarily a service department offering chemistry, physics, and astronomy courses. The course offerings reflect the demand from the health sciences areas such as medical laboratory technology and radiologic technology. In addition, courses are offered for liberal arts students and for those who intend to enter the sciences and engineering.

The department adheres to the rules of the programs for which the courses are designed. Thus, rules pertaining to examinations and retesting in the department of radiologic technology are followed in PHY 4302, 4304, Physics I, II Radiologic Technology. The department follows its own rules in other courses. These rules will be explained by the instructors at the beginning of each semester.

Chemistry may be studied at three different levels. CHE 4008 Fundamentals of Chemistry is meant for students who did not have high school chemistry. CHE 4012 Introductory Chemistry is intended for students in the Dental Hygiene Department; it may also be considered for fulfilling science requirements for non-science majors. CHE 4002, 4004 General Chemistry I, II is a year-long sequence intended for science majors in biology and chemistry. Students in the Medical Laboratory Technology Program are also required to take this sequence. In addition to general chemistry, future majors in chemistry may enroll in the organic chemistry and physical chemistry courses when they are offered.
Physics
At the present time, physics is studied at two levels at Hostos. PHY 4302, 4304 Physics I, II Radiologic Technology and PHY 4502, 4504 General Physics I, II. PHY 4302, 4304 is primarily intended for radiologic technology students. However, liberal arts students may also enroll in these courses as introductory courses in physics. The sequence PHY 4502, 4504 General Physics I, II, is intended for science and engineering majors. Calculus is required for acceptance in the general physics sequence.

PHY 4302-04 Physics I, II Radiologic Technology consists of eight credits for two four-credit semesters and provides instruction intended to serve one or both of the following goals:

1. To stimulate the student's interest in science by providing a clear and understandable view of basic physical science.
2. To provide instruction in necessary scientific skills for students in career programs, such as radiologic technology.

Students must successfully complete all milestone tests and/or demonstrate mastery of laboratory performance objectives in order to receive credit for a course. A student who has not successfully completed all milestone tests in the course for which he/she is registered must receive permission from the department in order to register for a succeeding course. Attendance of laboratory sessions is mandatory.

PHY 4302 lecture Physics I Radiologic Technology 3 credits
PHY 4402 laboratory 1 credit
Prerequisite: MAT 1622 Elementary Algebra.
Corequisite: MAT 1624 Algebra for College Students II.
The student will apply the laws of motion to the solution of problems in mechanics. The student will recognize or state the definition of force, momentum, work and energy, and the corresponding concepts in rotational motion. The student will explain the basic concepts of the kinetic theory of matter and solve simple and practical problems related to heat. Three hours laboratory.

PHY 4304 lecture Physics II Radiologic Technology 3 credits
PHY 4404 laboratory 1 credit
Prerequisite: PHY 4302 Physics I Radiologic Technology.
The student will explain the principles of electrostatics, simple direct current circuitry, and the practical generation and properties of alternating currents. The student will solve simple problems involving electromagnetic waves and optics and state or recognize terms related to the atomic and quantum theory. The student will also correlate the failure of the classical theory with the emergence of quantum concepts, explain or recognize terms related to the atomic and nuclear theory of matter, and perform simple radioactivity experiments. The student will give a descriptive account of contemporary physics. Three hours lecture-discussion, one hour recitation, three hours laboratory. Learning methods include lecture-discussion-demonstration, lecture notes, and programmed exercises.

PHY 4306 Astronomy 3 credits
Prerequisite: None.
This is a descriptive survey course dealing with the solar system, the Galaxy, theories of the universe and stellar evolution. Examinations consist of essay and descriptive questions. Offered in English and Spanish.

PHY 4320 Practical Electronics 1 credit
Prerequisite: None.
The student will assemble and understand simple electronic circuits. No examinations. Offered in English.

PHY 4502 General Physics I 5 credits
Prerequisite: MAT 1642 Calculus I.
Corequisite: MAT 1644 Calculus II.
The student will use vectors and integral and differential calculus to solve problems related to Newton's Law of Motion including rectilinear, circular, and planetary motions. The student will do graphing and error analysis in the laboratory. The student will solve problems related to the conservation laws including elastic and inelastic collisions, calculate the moments of inertia, solve problems involving the laws of thermodynamics, and explain the basic assumptions of the Kinetic theory. Three hours lecture, two hours recitation, two hours laboratory. Learning methods include lecture-discussion, laboratory exercises.
PHY 4504 General Physics II  5 credits
Prerequisites: MAT 1644 Calculus II, PHY 4502 General Physics I.
The student will explain the fundamental concepts of electric and magnetic fields, electric currents, and electro-magnetism, simple problems using Maxwell’s equations as well as d.c. and a.c. circuits. The student will explain the nature and properties of light, and the principles behind simple optical instruments. The student will explain the failure of classical mechanics and the emergence of quantum mechanics and will solve problems related to atomic and nuclear theories. Three hours lecture, two hours recitation, two hours laboratory. Learning methods will include lecture-demonstration-discussion and laboratory exercises.

Chemistry

1. Chemistry Program for Health Sciences Students
a. Dental Hygiene students.
   CHE 4012 Introductory Chemistry
b. Medical Laboratory Technology students.
   CHE 4008 Fundamentals of Chemistry
   CHE 4002 General Chemistry I
   CHE 4004 General Chemistry II

2. Chemistry Program for Arts and Sciences Students
a. For students working toward an associate in arts (A.A.) degree.
   CHE 4014, 4016 Introduction to Environmental Chemistry I, II
   This course will provide the non-scientist with an overall view of basic chemical principles, pollution in general, and drugs.
   b. For students working toward an associate in science (A.S.) degree with a concentration in chemistry.

First Semester
CHE 4002 General Chemistry I
MAT 1628 College Algebra
ENG 1302-3 Introduction to Composition I-II
Social Sciences
Electives

Second Semester
CHE 4004 General Chemistry II
MAT 1642 Calculus I
ENG 1305 Introduction to Literature
Social Sciences
Visual and Performing Arts, Black Studies, or Puerto Rican Studies

Third Semester
CHE 4022 (Organic Chemistry (when offered)
PHY 4502 General Physics I
MAT 1644 Calculus II
English
Physical Education

Fourth Semester
CHE 4006 Analytical Chemistry (when offered)
CHE 4024 Organic Chemistry II (when offered)
PHY 4504 General Physics II
Electives
Physical Education

69
CHE 4002 General Chemistry I 3 credits
Prerequisite: CHE 4008 Fundamentals of Chemistry placement exam.
Corequisite or prerequisite: MAT 1622 Elementary Algebra.
The student will analyze data and solve problems related to the principles of atomic structure, atomic theory, the gas laws, and chemical stoichiometry. The student will explain the most important postulates of the quantum theory and correlate the failure of the classical theory with the emergence of quantum concepts. The student will explain the basis of the modern periodic law, predict trends in physical and chemical properties of the elements, and solve problems and explain concepts relating to chemical thermodynamics and chemical kinetics. Three hours lecture-demonstration, one hour recitation, three hours laboratory. Learning methods include lecture-discussion, problem solving, audiotapes and slides, film strips, and film loops. Written tests are required. Offered in English.

CHE 4004 General Chemistry II 3 credits
Prerequisite: CHE 4002 General Chemistry I.
The student will explain concepts and solve problems relating to chemical equilibrium, solution chemistry, and ionic equilibria in aqueous solutions. The student will balance oxidation-reduction reactions, solve problems related to redox-titrations, oxidation-reduction equilibria, and electrochemistry. The student will classify the different classes of organic compounds and state their properties. Three hours lecture-demonstration, three hours laboratory, one hour recitation. Learning methods include lecture-discussion, problem solving, audiotapes and slides, film strips, and film loops. Written tests are required. Offered in English.

CHE 4008 Fundamentals of Chemistry 2 credits (3 excess hours)
Prerequisites: Satisfactory performance on the basic mathematics skills test. The required performance may be achieved by taking special tutoring or MAT 1604 Basic Math Skills (Science). A tenth grade level of reading comprehension in English or the equivalent level in Spanish is also required.
Corequisites: Developmental skills in mathematics and ENG 1397 Reading in the Natural Sciences, if necessary.
The student will solve problems requiring the interconversions of units of length, weight, and capacity from the English system to the metric system. The student will also explain the basic principles of atomic structure, periodicity, chemical bonding, and solve simple problems related to chemical stoichiometry and composition of solutions. The student will also identify the different classes of organic compounds and describe their physical and chemical properties. Five hours lecture, demonstration and laboratory, slides, and tapes. Written tests required. Offered in English and Spanish.

CHE 4012 Introductory Chemistry 4 credits (2 excess hours)
Prerequisite: Satisfactory performance on math skills test.
The student will solve problems or analyze data which require a knowledge of the principles of the atomic theory and chemical bonding. He/she will describe the different classes of organic compounds and state their physical, chemical, and physiological properties. The student will state or recognize terms related to the chemistry of the carbohydrates, lipids, and proteins, and their metabolic pathways; the chemistry of heredity; and the principles of biochemistry that contribute to health and disease. Written tests and oral reports are required. Three hours lecture-demonstration, one hour recitation, and two hours laboratory. Offered in English and Spanish.

CHE 4014 Environmental Chemistry I 4 credits
Prerequisites: None.
The student will solve problems, explain concepts, or recognize terms relating to the fundamentals of chemistry, theories of the origin of matter and life, chemical evolution, and structural components of the cell. Other topics are the health-related environmental effects and social implications of control of major types of air pollutants. Sources of energy will be examined with discussion of issues relating energy production to population and consumption. Written tests required. Offered in English and Spanish.

CHE 4016 Environmental Chemistry II 4 credits
Prerequisite: CHE 4014 Environmental Chemistry I.
The student will explain the chemistry, health and environmental effects, and social issues relating to pollution of the water environment, disposal of solid wastes, and pesticides of the environment. Other discussion topics include adequate diet, malnutrition, availability of food, new food sources, and food additives and their regulation. Terminology includes side effects, addiction and withdrawal, effects of alcohol and hallucinogens, allergic reactions,
CHE 4020 Introduction to Organic and Biological Chemistry 4 credits
(1 excess hour)
Prerequisite: CHE 4004 General Chemistry II.
A study of the fundamentals of organic and biological chemistry to satisfy the requirements of the Medical Laboratory Technology Program and other programs requiring a survey of organic and biological chemistry. It may not be used for students intending to major in chemistry. Three hours lecture, four hours laboratory, one hour recitation.

PUERTO RICAN STUDIES

The Department of Puerto Rican Studies offers a program which provides students the opportunity to acquaint themselves with the various facets of Puerto Rican culture. It is designed to further develop in the student the skills necessary to obtain a better understanding of and involvement with the Puerto Rican community.

The department offers a variety of courses dealing with the history, politics, economy, society, literature, music, and visual arts of Puerto Rico. Sections will be offered in English or Spanish, depending upon the needs of students.

To earn credit and achieve progress in this department, the student must successfully complete the course requirements as outlined in syllabi.

Students interested in planning a concentration in Puerto Rican studies are advised to consult with the Puerto Rican Studies Department chairman.

CUP 3202 History of Puerto Rico I 3 credits
The student will discuss the geography of the island; the events that led to the advent of Spain to America; the Spanish conquest and colonization of Borinquen; the later transformation of the island from a nonprofitable mine to a military garrison by the end of the 16th century; the factors leading to the economic, military, and populational deterioration of the island during the 17th century; discuss and analyze the turn of events that improved conditions on the island during the 18th century, especially the reforms promoted by Marshall O'Reilly. Offered in Spanish and English. (Formerly listed as CUP 001-002, CUP 3151-52, CUP 3201-02.)

CUP 3204 History of Puerto Rico II 3 credits
Prerequisite: CUP 3202 History of Puerto Rico I
The student will recall and evaluate the events that led to the emergence of political and national consciousness of the Puerto Ricans during the 19th century; discuss the political and economic transformations that led to the Grito de Lares, the abolition of slavery, and the triumph of autonomismo later in the century. The student will state and explain the events leading to, and the results of, the American invasion of Puerto Rico; discuss the politics and society of the island under the Foraker and Jones organic acts, the "desperate thirties," the Nationalist movement, Operation Bootstrap, the proclamation of the Commonwealth (E.L.A.), the church and state struggle of 1960, and the defeat and re-emergence of the Populares. Offered in Spanish and English. (Formerly listed as CUP 003-004, CUP 3153-54, CUP 3203-04.)

CUP 3212 Puerto Rican Society and Culture 3 credits
The student will discuss and analyze the concepts of society and culture and relate them to Puerto Rico; the development of the Puerto Rican society and its culture and human elements; the process of birth of the Puerto Rican nation; and the colonial society approach to the study of the Puerto Rican society and culture; the dynamics of the socio-cultural change in Puerto Rico, the struggle for survival of the Puerto Rican national identity, Puerto Rico's political culture, economic dependency, family, religion, racial prejudice, social class, poverty, migration, and public opinion. Offered in Spanish and English. (Formerly listed as CUP 005-006, CUP 3155-56, CUP 3211-12.)
CUP 3216 The African Presence in Puerto Rican Culture  3 credits

The student will trace the history of the African from his arrival in Puerto Rico to the present. He/she will discuss the cultural, social, and political contributions of Blacks, as well as institutionalized discrimination and prejudices. He/she will identify and analyze the evidence of the African presence in Puerto Rico; its influence and contributions to religion, language, foods, folklore, music, dance, and art. Offered in Spanish and English. (Formerly listed as CUP 3215-16.)

CUP 3232 The Puerto Rican Migration  3 credits

Prerequisites: CUP 3202 History of Puerto Rico I or CUP 3212 Puerto Rican Society and Culture.
Corequisite: SOC 1232 Introduction to Sociology.

The student will analyze the phenomenon of migration to the United States; compare and contrast the migration of Puerto Ricans with other ethnic groups established in New York City; and examine available statistics on health, age groups, education, housing, and employment; and discuss the myth of the "melting pot." The student will discuss prejudice and discrimination against Puerto Ricans; evaluate the work of agencies at the community level; discuss and analyze the political militancy among the Puerto Ricans in New York; and discuss possible differences and similarities with the islanders and the relevance of the Puerto Rican community in New York to the island's affairs. Offered in Spanish and English. (Formerly listed as CUP 3167-68, CUP 3231-32.)

CUP 3252 Puerto Rican Politics and Economics  3 credits

Prerequisites: CUP 3202 History of Puerto Rico I or CUP 3212 Puerto Rican Society and Culture.
Corequisite: SOC 1232 Introduction to Sociology.

The student will demonstrate knowledge of the historical development of the economy of Puerto Rico. He/she will analyze the effects of industrialization on the Puerto Rican economy, the economic sector emerging as a result of this development, and effects of labor organizations in the industrial society. The student will describe and analyze the principal provisions of the organic laws of the island, the political groups and their activities under these laws, and the present organization of the Puerto Rican government. He/she will describe and discuss the present political movements on the island. Offered in Spanish and English. (Formerly listed as CUP 3251-52.)

CUP 3262 Contemporary Government and Politics of Puerto Rico  3 credits

Prerequisite: CUP 3202 History of Puerto Rico I or the consent of the instructor.

The student will describe the organic laws preceding the Constitution of the Commonwealth, the Constitution itself, Constitutional Court decisions, and projects for changes; will describe the functions of each branch of government and the inter-relationship between these branches; describe and analyze the principal traits of the political culture of the Puerto Ricans, its relations to historical developments and colonialism; and describe and discuss political parties, their ideologies, organizations, activities, and leadership.

CUP 3282 Contemporary Economy of Puerto Rico  3 credits

Prerequisite: CUP 3202 History of Puerto Rico I or the consent of the instructor.

The student will trace the development of industrial Puerto Rico; discuss the effects of the reforms of the New Deal, the Plan Chardon, and Operation Bootstrap implemented by agencies such as PRRA, Planificación, and Fomento. He/she will analyze these macroeconomic changes with reference to increased dependence on the United States, changes in political structures, effects on community organization, and urbanization and emigration. The student will discuss the present economic structure of the island with its potentialities and problems; identify economic geographical regions and principal economic sectors such as tourism, heavy industries, manufacturing, and banking; and discuss the lack of integration among these economic sectors and the labor movement in its present state. Offered in Spanish and English. (Formerly listed as CUP 3281-82.)

CUP 3312 History of Puerto Rican Literature I  3 credits

Suggested corequisite: CUP Puerto Rico I.

The student will explain and discuss the main historical events on the island from the late 16th century to the mid-19th century; the prevailing social, economic, and political conditions; and their relationship to the literary activity of the Puerto Rican during this period. The student will identify and discuss the various forms of oral and written literature and analyze and criticize representative works. The student will explain and discuss the significance of the Romantic
The student will analyze and appraise representative romantic literary manifestations of Puerto Rican writers. Offered in Spanish. (Formerly listed as CUP 007-008, CUP 3157-88, 3311-12.)

CUP 3314 History of Puerto Rican Literature II  3 credits
Prerequisite: CUP 3312 History of Puerto Rican Literature I.
Suggested corequisite: CUP 3202 History of Puerto Rico I.

The student will evaluate the contribution and state the influences of Eugenio María de Hostos on Hispanic thought in the 19th century and analyze the factors that led writers to the new interpretation of life and society that anticipated realism. He/she will analyze the effects of the American Invasion (1898) on Puerto Rico as seen in the literary works of Modernismo. The student will appraise the reaffirmation of a national conscience in literary manifestations of contemporary Puerto Rican writers; analyze the works of the post-Modernismo and the search for identity; and discuss, criticize, and evaluate works of contemporary writers.
Offered in Spanish. (Formerly listed as CUP 004-010, CUP 3159-60, CUP 3313-14.)

CUP 3322 Puerto Rican Poetry  3 credits
The student will discuss the relevance of poetry as the major manifestation of Puerto Rican literature during the romantic literary movement; discuss significant foreign influences; analyze representative works of authors such as Alonso, Gautier-Benitez, Marin, and El Caribe; and identify romantic trends that still prevail in Puerto Rican poetry; trace the evolution of Modernismo in Hispanic America; discuss its influence on Puerto Rican poetry; analyze representative works by poets such as De Diego, Llorens-Torres, Dávila and Palés; compare and contrast romanticism and Modernismo; and discuss and analyze works by contemporary poets such as de Burgos, Corretjer, Matos Paoli, and several young Puerto Rican poets.
Offered in Spanish. (Formerly listed as CUP 004-010, CUP 3159-60, CUP 3313-14.)

CUP 3326 The Puerto Rican Novel  3 credits
The student will discuss and analyze the subcultural patterns present in Puerto Rican culture as seen in the work of 19th century novelist Zeno-Gandía and 20th century novelists such as Laguerre and Soto; explain and discuss the change from an agrarian to an industrial society and its social implications; discuss the adjustment to social changes as presented in the works studied; discuss existentialism and nationalism as literary themes in the Puerto Rican novel; compare and contrast techniques and resources used by different authors; and trace the development of the genre from Zeno-Gandía to contemporary authors. Representative works from Marqués, Andreu-Iglesias, and Díaz-Veláscar and others will be studied.
Offered in Spanish. (Formerly listed as CUP 3180-81, CUP 3325-26.)

CUP 3328 The Puerto Rican Essay  3 credits
Prerequisite: CUP 3202 History of Puerto Rico I or the consent of the instructor.
The student will place the essay in its proper literary, political, and historical perspective in the 19th century and indicate its neoclassical pattern and expository form as presented by such authors as Hostos and Brau; differentiate and match essays, criticisms, and expository analyses as seen in the works of Canales, Albizu Campos, Marqués, Bonilla, Mari-Bras, and others.
Offered in Spanish. (Formerly listed as CUP 3161-62, CUP 3327-28.)

CUP 3332 Survey of Puerto Rican Drama I  3 credits
The student will discuss and analyze theater as a literary genre and means of communication; trace its evolution from a religious rite to 17th century Spanish theater; discuss theatrical activity as related to social, political, and economic conditions prevailing on the island until the advent of romanticism; discuss romanticism in Puerto Rico; and analyze works by Tapia and Brau; discuss costumbre as it appears in romantic Puerto Rican theater, the integration of realism by the theatrical movement, the jibaro as a main character, and migration as a dramatic theme. The student will analyze,
compare, and contrast works by authors such as Méndez Quinones, Llorens, Canales, Sierra-Berdeclo, Méndez-Ballester, and Marqués. Offered in Spanish. (Formerly listed as CUP 3182-83, CUP 3331-32.)

CUP 3334 Survey of Puerto Rican Drama II 3 credits
The student will discuss the conditions that led to the re-emergence of theatre as a relevant literary manifestation in the mid-20th century; indicate main themes present in contemporary drama and the techniques used to develop them; and discuss and analyze specific dramatic elements in the works of Laguerre, Rechany, Arrivi, Belaval, and others. The student will discuss, analyze, and criticize dramatic works by authors such as Méndez-Ballester, Marqués, Marín and Sánchez; formulate character analyses; indicate recurrent themes and discuss their treatment by different authors; and indicate and discuss the influence of foreign theatrical movements on present-day Puerto Rican drama. Offered in Spanish. (Formerly listed as CUP 3190-91, CUP 3333-34.)

CUP 3334 Women in Puerto Rican Literature 3 credits
The student will discuss and analyze women as a creative force in Puerto Rican literature; appraise their contribution to and influence on the various genres; and discuss, analyze, and interpret their involvement in social, political, and cultural conflicts as contained in literary works from María B. Benítez to Margot Arce and other contemporary writers. The student will discuss and analyze women as a theme in Puerto Rican literature; analyze their different roles as portrayed in the works of major writers; and trace the evolution of the concept of womanhood in the various literary movements from the 19th through the 20th centuries. Offered in Spanish. (Formerly listed as CUP 3343-44.)

CUP 3346 The New York Puerto Rican in Literature 3 credits
Prerequisite: ENG 1302-03 Introduction to Composition I-II.
The student will discuss and analyze the New York Puerto Rican as portrayed in insular literary manifestations dealing mainly with the conflict created by the cultural clash in works such as Spicks, La ceiba en el tiesto, La carreta, and Paisa, and as portrayed by himself in literary manifestations dealing mainly with the struggle for self-realization as seen in the works of Colón, Pietri, Luciano, Quero-Chiesa, Hernández, Thomas, and others. Offered in Spanish and English. (Formerly listed as CUP 3345-46.)

CUP 3356 Puerto Rican Folklore 3 credits
The student will identify main themes present in the various manifestations of written and oral folkloric literature and discuss their possible origin; identify and analyze characters and heroes recurrent in folk tales; present and analyze tales and riddles as told to him or her; analyze and discuss folkloric arts such as woodcarving, popular imagery (santos) and masks; appreciate representative works by major artisans; identify the Taino, Spanish, and African presences in Puerto Rican folk music; identify the various types of folk music as practiced by different ethnic groups; identify regional variations in folk music; and discuss and analyze the popular music of composers such as Hernández, Rexach, Flores, Venegas, and Estrada. Offered in Spanish and English. (Formerly listed as CUP 3355-56.)

CUP 3362 History of Puerto Rican Music 3 credits
The student will trace and identify the musical styles and the main composers that influenced musical activity in Puerto Rico from the 16th century to the late 19th century; discuss and analyze the factors that led to the emergence of autochthonous music; analyze and appreciate the music of Puerto Rican composers from the late 19th century to the present; analyze the various musical forms; and discuss the work and contribution of representative figures. Offered in Spanish and English. (Formerly listed as CUP 3361-62.)
RADIOLOGIC TECHNOLOGY

The Radiologic Technology Department is designed to provide students, who will work under the direction of a radiologist/physician, with the essential skills needed to use ionizing radiation as a means of determining the nature of disease or injury. Students participate in classroom lecture/discussions as well as clinical experience in hospital settings. Learning approaches include the use of audiotapes, films, slides, and transparencies, as well as laboratory sessions on campus.

All students in the Radiologic Technology Department must complete all courses each semester before proceeding to the next semester. Before beginning the clinical radiography part of the program, the student must complete all required subjects prior to the clinical practicum. A total of 2,200 hours of clinical radiography practice at an affiliated hospital (to include two summers) is required.

There is a presentation of an A.E.R.T. (Association of Educators in Radiologic Technology) award annually to the most deserving student.

Program of Studies Leading to A.A.S. Degree in Radiologic Technology

<table>
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<tr>
<th>Credit Distribution</th>
<th>Credits</th>
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<td>Liberal Arts</td>
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<td>Urban Health Studies</td>
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<td>Radiologic Technology</td>
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**English:**
- ENG 1302-03 Introduction to Composition I & II 6

**Biology:**
- BIO 3706 Anatomy & Physiology I 3
- BIO 3806 Anatomy & Physiology I Lab 1
- BIO 3708 Anatomy & Physiology II 3
- BIO 3808 Anatomy & Physiology II Lab 1

**Physics:**
- PHY 4302 Physics I Radiologic Technology 3
- PHY 4402 Physics I Radiologic Technology Lab 1
- PHY 4304 Physics II Radiologic Technology 3
- PHY 4404 Physics II Radiologic Technology Lab 1

**Mathematics:**
- MAT 1622 Elementary Algebra 2
- MAT 1624 Intermediate Algebra 2

**Urban Health Studies:**
- HLT 6525 Dynamics of Patient Care 2
- HLT 6504 Medical Terminology 2
- HLT 6505 Laboratory Skills 2
- HLT 6522 Health, Ethics, & the Law 1

**Radiologic Technology:**
- XRA 5111 Radiologic Science I 2
- XRA 5112 Radiologic Science I Lab .5
- XRA 5113 Radiography I 2
- XRA 5114 Radiography I Lab .5
- XRA 5115 Topographic Anatomy I 2
- XRA 5116 Radiologic Science II 2
- XRA 5117 Radiologic Science II Lab .5
XRA 5118 Radiography II  
XRA 5119 Radiography II Lab  
XRA 5120 Topographic Anatomy II*  
XRA 5121 Radiation Protection  
XRA 5122 Clinical Radiography I  
XRA 5123 Clinical Radiography II  
XRA 5211 Radiation Biology  
XRA 5212 Medical-Surgical Diseases*  
XRA 5213 Contrast Media*  
XRA 5214 Clinical Radiography III  
XRA 5215 Special Procedures  
XRA 5216 Seminar  
XRA 5217 Radiologic Physics*  
XRA 5218 Pediatric Radiography*  
XRA 5219 Clinical Radiography IV  
XRA 5220 Clinical Radiography V  

*These courses will be offered for only one-half a semester (8 weeks).

XRA 5111 Radiologic Science I  2 credits  
XRA 5112 Laboratory  .5 credit  
Corequisite: MATH 1622 Elementary Algebra.  
The student will identify the basic principles of radiographic exposures and image formation as well as the chemistry of the processing solutions, darkroom accessories, and the composition of the radiographic film and film holders. (Formerly listed as XRA 5113, XRA 5116, XRA 5122, XRA 5118, and XRA 5111.)

XRA 5113 Radiography I  2 credits  
XRA 5114 Laboratory  .5 credit  
Corequisites: XRA 5115 Topographic Anatomy, HLT 6504-24 Medical Terminology, ENG 1302 Introduction to Composition I, and HLT 6505 Laboratory Skills.  
The student will identify and perform the basic radiographic positions of the body. (Formerly listed as XRA 5114, XRA 5121, XRA 5115, and XRA 5117.)

XRA 5115 Topographic Anatomy I  2 credits  
Corequisites: XRA 5113 Radiography I, XRA 5114 Laboratory, HLT 6504-24 Medical Terminology, BIO 3706-3806 Anatomy & Physiology I.  
The student will identify the radiographic anatomy of the skeleton. (Formerly listed as XRA 5132 and XRA 5151.)

XRA 5116 Radiologic Science II  2 credits  
XRA 5117 Laboratory  .5 credit  
Corequisite: MATH 1624 Intermediate Algebra.  
The student will identify the advanced concepts of radiographic exposure, preparation, and use of technique charts, and an introduction to radiographic equipment calibration. (Formerly listed as XRA 5152 and XRA 5118.)

XRA 5118 Radiography II  2 credits  
XRA 5119 Laboratory  .5 credit  
Prerequisites: XRA 5113 Radiography I, XRA 5114 Laboratory, HLT 6504-24 Medical Terminology, and HLT 6505 Laboratory Skills.  
Corequisites: XRA 5120 Topographic Anatomy II, XRA 5121 Radiation Protection, and ENG 1303 Introduction to Composition II.  
The student will identify and perform the advanced radiographic positions of the body and skull. (Formerly listed as XRA 5123, XRA 5152, XRA 5117, and XRA 5119.)

XRA 5120 Topographic Anatomy II  1 credit  
Prerequisite: XRA 5115 Topographic Anatomy I.  
Corequisites: XRA 5118 Radiography II and XRA 5121 Radiation Protection.  
The student will identify the basic points, planes, lines, and bony anatomy of the skull. (Formerly listed as XRA 5152.)
XRA 5121 Radiation Protection 2 credits
Prerequisite: BIO 3706-3806 Anatomy & Physiology I.
Corequisite: BIO 3708-3808 Anatomy & Physiology II.
The student will identify the principles of radiation protection, the interaction of X-rays with matter, quantities, and units of radiation. (Formerly listed as XRA 5212 and XRA 5216.)

XRA 5122 Clinical Radiography I 1.5 credits
Prerequisites: XRA 5111 Radiologic Science I, XRA 5112 Lab, XRA 5113 Radiography I, XRA 5114 Lab, and XRA 5115 Topographic Anatomy I.
Corequisite: XRA 5121 Radiation Protection.
The student will observe and apply elementary radiographic procedures under the direct supervision of a qualified radiologic technologist. (Formerly listed as XRA 5290.)

XRA 5123 Clinical Radiography II 2.5 credits
Prerequisite: XRA 5122 Clinical Radiography I.
The student will apply the basic radiographic procedures under the direct supervision of a qualified radiologic technologist. (Formerly listed as XRA 5291 Summer I.)

XRA 5211 Radiation Biology 2 credits
Prerequisites: XRA 5121 Radiation Protection and BIO 3708-3808 Anatomy & Physiology II.
The student will identify the biological effects of ionizing radiation. (Formerly listed as XRA 5221.)

XRA 5212 Medical & Surgical Diseases 1 credit
Prerequisites: HLT 6504-24 Medical Terminology, BIO 3706-3806 Anatomy & Physiology I and BIO 3708-3808 Anatomy & Physiology II.
The student will identify the application of radiography to pathological conditions of specific organs and systems. (Formerly listed as XRA 5133.)

XRA 5213 Contrast Media 1 credit
Prerequisites: XRA 5121 Radiation Protection, HLT 6504-24 Medical Terminology, and HLT 6505 Laboratory Skills.
Corequisites: XRA 5120 Topographic Anatomy II, XRA 5118 Radiography II and XRA 5119 Laboratory.
The student will identify the composition and use of contrast media and radiographic procedures involving the digestive system, biliary tract, and urinary system. (Formerly listed as XRA 5112.)

XRA 5214 Clinical Radiography III 2.5 credits
Prerequisites: XRA 5123 Clinical Radiography II.
The student will apply the basic radiographic procedures under the direct supervision of a qualified radiologic technologist. (Formerly listed as XRA 5330.)

XRA 5215 Special Procedures 2 credits
Prerequisites: XRA 5213 Contrast Media, XRA 5123 Clinical Radiography, and XRA 5120 Topographic Anatomy II.
The student will identify those radiographic examinations involving surgical procedures and specialized equipment which include the circulatory system and reproductive systems. (Formerly listed as XRA 5142.)

XRA 5216 Seminar 3 credits
The student will be exposed to several guest lecturers who will speak on a variety of topics related to radiography. The student will be required to participate in a comprehensive review of all material covered in previous technical courses.

XRA 5217 Radiologic Physics 1 credit
Prerequisites: MAT 1622 Elementary Algebra, MAT 1624 Intermediate Algebra, and PHY 4302, 4402 Physics I Radiologic Technology.
Corequisite: PHY 4304, 4404 Physics II Radiologic Technology.
The student will examine the physics of radiographic equipment, especially the circuitry, accessories, image intensification, optics, and fundamentals of preventive maintenance. (Formerly listed as XRA 5223.)

XRA 5219 Clinical Radiography IV 2.5 credits
Prerequisite: XRA 5214 Clinical Radiography III.
The student will perform the advanced radiographic procedures under the direct supervision of a qualified radiologic technologist. (Formerly listed as XRA 5331 Summer II.)

XRA 5220 Clinical Radiography V 3 credits
Prerequisite: XRA 5219 Clinical Radiography IV.
The student will perform the advanced radiographic procedures under the direct supervision of a qualified radiologic technologist.
Radiologic Technology (for Licensed and Registered Radiologic Technologists)

The Hostos Community College Radiologic Technology Department offers a program to provide licensed and registered radiologic technologists* the opportunity to obtain an associate in applied science (A.A.S.) degree in radiologic technology. Students must take the following modules for satisfactory completion of the degree.

Program of Studies Leading to A.A.S. Degree in Radiologic Technology

<table>
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<tr>
<th>Credit Distribution</th>
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<tr>
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<tr>
<td>Urban Health Studies**</td>
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<tr>
<td>Radiologic Technology**</td>
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Liberal Arts

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<td>BIO 3806 Laboratory I</td>
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<td>BIO 3708 Anatomy &amp; Physiology II</td>
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<td>HLT 6505 Laboratory Skills</td>
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Radiologic Technology

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**Students are given the opportunity to obtain credits in these subject areas by satisfactorily passing equivalency examinations in these courses.
SECRETARIAL SCIENCE

The career-oriented secretarial science curriculum offers the interested student an opportunity to acquire the typing, shorthand, transcription skills, and work attitudes essential for successful secretarial employment either in the business world or the allied health field. The program is planned to include additional important learning experiences within other relevant liberal arts and health core areas of study.

Students must meet the performance standards of a diagnostic examination before being registered in certain courses. Students are expected to attend all classes. Credits in each course are earned by successfully completing the stated success criteria of the course. Credit for previous experience in skill courses will be given on the basis of proficiency examinations.

Upon completion of either the executive or medical option, students will receive an A.A.S. degree from the Secretarial Science Department, and be prepared for productive secretarial employment within the business world or allied health field or will be able to transfer to a four-year college.

All students are invited to participate in the Medical Secretarial Science Club and various departmental activities.

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<th>Secretarial Science Department</th>
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<tr>
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### First Year

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Fourth Semester

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<tr>
<td>MSS 5643</td>
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<td>MSS 5656</td>
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*Student may take a three-credit liberal arts elective upon recommendation of chairman of Secretarial Science Department.

**Secretarial Accounting or equivalent course, pending approval of chairman of Secretarial Science Department.

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### Secretarial Science Department

#### Medical Option

*(Effective September 1977)*

#### First Year

<table>
<thead>
<tr>
<th>First Semester</th>
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Fourth Semester

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<td>MSS 5649</td>
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<td>MSS 5664</td>
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</table>

**Total Credits: 69**

*Student may take a three-credit liberal arts elective upon recommendation of chairman.

**Secretarial Accounting or equivalent course.

MSS 5622 Elementary Shorthand I (Gregg) 5 credits
Prerequisite or Corequisite: ENG 1302 Introduction to Composition I.
The student will take and transcribe shorthand notes covering theory, principles, phrases, and brief forms. The student will take and transcribe theory tests covering the same items. The student will write dictation at 60 words per minute for three minutes transcribed within 96 percent accuracy a minimum of three times during the module to receive credit. (Formerly listed as MSS 5621-22 Elementary Shorthand IA—IB.)

MSS 5629 Intermediate Shorthand Transcription II (Gregg) 4 credits
Prerequisite: MSS 5622 Elementary Shorthand I (Gregg) and MSS 5602 Elementary Typing I or equivalent. Skill as demonstrated on proficiency examinations.
Corequisite: ENG 1303 Introduction to Composition II or equivalent.
The student will take and accurately transcribe new matter dictation and theory tests. The student will be introduced to shorthand transcription skill at the typewriter. The student will write new matter material dictated at a rate of 80 words per minute for three minutes transcribed within 96 percent accuracy a minimum of three times during the module and transcribe both perfect and mailable letters to receive credit. (Formerly listed as MSS 5628-29 Intermediate Shorthand and Transcription IIA—IB.)

MSS 5641 Advanced Shorthand and Transcription III (Gregg) 4 credits
Prerequisite: MSS 5629 Intermediate Shorthand & Transcription II and MSS 5604 Intermediate Typing II or equivalent skill as demonstrated on proficiency examinations.
The student will take new matter dictation at a rate of 100 words per minute transcribed within 96 percent accuracy a minimum of three times during the module and transcribe both perfect and mailable letters to receive credit. The student will continue to develop transcription skill by transcribing mailable copy from various areas of business and medical dictation. (Formerly listed as MSS 5640-41 Advanced Shorthand and Transcription IIIA—IIB.)

MSS 5643 Advanced Shorthand and Transcription IV (Gregg) 4 credits
Prerequisite: MSS 5641 Advanced Shorthand and Transcription III and MSS 5606 Advanced Typing III or equivalent skill as demonstrated on proficiency examinations.
The student will continue to increase both dictation and transcription skills. The student will take new matter dictation at a rate of 120 words per minute for three minutes transcribed within 96 percent accuracy a minimum of three times during the module and transcribe both perfect and mailable letters to receive credit. (Formerly listed as MSS 5641-42 Advanced Shorthand & Transcription IIIIC—IIBD.)

MSS 5645 Medical Terminology for Shorthand III (Gregg) 3 credits
Prerequisites: BIO 3708-3808 Anatomy and Physiology II and HLT 6504-24 Medical Terminology.
Corequisites: MSS 5641 Advanced Shorthand and Transcription III and MSS 5606 Advanced Typing III.
The student will demonstrate the ability to write and transcribe dictation in medical specialties such as cardiology, thoracic medicine, dermatology, diabetes, urology, and endocrinology. Special emphasis will be
placed on the terminology related to these areas. (Formerly listed as MSS 5644-45 Medical Terminology IIIA—IIB [Gregg].)

MSS 5647 Medical Terminology for Shorthand IV (Gregg) 3 credits
Prerequisite: MSS 5641 Advanced Shorthand and Transcription III, BIO 3708-3808 Anatomy and Physiology II, and HLT 6504-24 Medical Terminology.
Corequisite: MSS 5643 Advanced Shorthand and Transcription IV and MSS 5658 Medical Typing.
The student will demonstrate the ability to write and transcribe shorthand dictation in medical specialties such as mental health, gynecology, obstetrics, gastroenterology, chemotherapy, and neurology. Special emphasis will be placed on the terminology related to these areas. (Formerly listed as MSS 5646-47 Medical Terminology IIC—IID [Gregg].)

MSS 5602 Elementary Typing I 2 credits
The student will operate the typewriter by the touch method, manipulating its mechanical controls efficiently. The student will demonstrate the ability to arrange and correctly type business letters, manuscripts, and basic tabulation. The student will type a minimum of 30 words per minute for five minutes within a five-error limit a minimum of three times. (Formerly listed as MSS 5601-02 Typing IA—IB.)

MSS 5604 Intermediate Typing II 2 credits
Prerequisite: MSS 5602 Elementary Typing I or equivalent skill as demonstrated on a proficiency examination.
The student will demonstrate the ability to type production problems such as manuscripts, outlines, tabulations, two-page letters, and various business forms. The student will type a minimum of 40 words per minute for five minutes within a maximum of five errors a minimum of three times to receive credit. The student will demonstrate the ability to type unarranged production problems within specified time limits. (Formerly listed as MSS 5603-04 Intermediate Typing IIA—IIB.)

MSS 5606 Advanced Typing III 2 credits
Prerequisite: MSS 5604 Intermediate Typing II or equivalent skill as demonstrated on a proficiency examination.
The student will continue to develop production techniques by typing legal, medical, technical and other materials. The student will type a minimum of 50 words per minute for five minutes within a maximum of five errors at least three times to receive credit for the module and demonstrate the ability to type unarranged production problems within specified time limits. (Formerly listed as MSS 5605-06 Advanced Typing IIIA—IIB.)

MSS 5658 Medical Typing IV 2 credits
Prerequisite: MSS 5606 Advanced Typing III or equivalent skill as demonstrated on a proficiency examination.
This module is designed for students taking the Medical Option. The student will continue to refine production skills and will type reports, treatment records, and other medical forms related to various medical specialties. The student will type a minimum of 60 words per minute within an error allowance of five a minimum of three times during the module in order to receive credit and demonstrate the ability to type unarranged production problems within specified time limits. (Formerly listed as MSS 5657-58 Medical Typing IVA-IVB.)

MSS 5662 Executive Typing IV 2 credits
Prerequisite: MSS 5606 Advanced Typing III or equivalent skill as demonstrated on a proficiency examination.
This module is designed for the student taking the Executive Option. The student will expand the ability to type detailed and varied business letters, office forms, tabulations, manuscripts, and other materials for accounting firms and technical, legal, medical, governmental, and various other offices. The student will type a minimum of 60 words per minute for five minutes within an error allowance of five a minimum of three times to receive credit and demonstrate the ability to type production problems within specified time limits. (Formerly listed as MSS 5661-62 Executive Typing IVA-IVB.)

MSS 5626 Machine Transcription 2 credits
Prerequisite: MSS 5604 Intermediate Typing II or equivalent skill as demonstrated on proficiency examination.
The student will demonstrate the ability to accurately transcribe from transcription machines. The student will increase his/her business vocabulary and demonstrate English skills by transcribing letters, memos, and reports from various areas of the business world into perfect and mailable copy within specified time limits. (Formerly listed as MSS 5611 Machine Transcription IA and MSS 5626 Machine Transcription IIA.)

MSS 5649 Medical Machine Transcription 2 credits
Prerequisite: MSS 5604 Intermediate Typing II or equivalent skill as demonstrated on a proficiency examination. HLT 6504-24
Medical Terminology, MSS 5626 Machine
Transcription or equivalent skill as
demonstrated on a proficiency examination.
Corequisite: MSS 5658 Medical Typing IV or
MSS 5662 Executive Typing.
The student will demonstrate the ability to
transcribe from transcription machines
medical histories, summaries, treatment
forms, and a variety of other material relating
to neurology, gastroenterology, pediatrics,
and other medical specialties. Special
emphasis will be placed on the terminology
related to these areas. (Formerly listed as MSS
5648-49 Medical Machine Transcription IIA—
IIB.)

MSS 5666 Secretarial Accounting 3 credits
The student will demonstrate a knowledge of
basic accounting principles and procedures.
The student will maintain basic accounting
records for a small business operation.
(Formerly listed as MSS 5665-66 Secretarial
Accounting A and B.)

MSS 5664 Business Communications
3 credits
Prerequisite: MSS 5602 Elementary Typing I
or equivalent skill as demonstrated on a
proficiency examination.
The student will relate effective
communication to on-the-job success and
describe and apply positive qualities and
techniques of effective written and oral
communication. The student will develop
employment applications, résumés, criteria,
and methods of writing successful business
letters. (Formerly listed as MSS 5663-64
Business Correspondence A and B.)

MSS 5656 Medical and Executive Secretarial
Practice 3 credits
Prerequisites: MSS 5606 Advanced Typing III,
MSS 5641 Advanced Shorthand and
Transcription III, or equivalent skills as
demonstrated on proficiency examinations or
consent of the instructor.
Corequisites: MSS 5658 Medical Typing IV or
MSS 5662 Executive Typing IV and MSS 5643
Advanced Shorthand and Transcription IV or
equivalent skill as demonstrated on
proficiency examinations.
The student will begin coordinating typing
and shorthand skills with answering the
telephone, handling the mail, filing, and other
routine office tasks. The student will be made
aware of the personality traits, attitudes, and
work habits essential to the proper
relationship of the secretary with her/his
employer. (Formerly listed as MSS 5655-56
Medical Executive Secretarial Practice A
and B.)

MSS 5669 Secretarial English 3 credits
Prerequisite: ENG 1302 Introduction to
Composition I.
The student will demonstrate facility in
applying correct usage of parts of speech in
context. The student will demonstrate ability
to accurately apply rules of punctuation,
number usage, word division, possessives,
spelling, and other areas essential to success
during the transcription process.

Members of the Advisory Committee of the
Secretarial Science Department:
Mr. Samuel B. Granirer, Executive Director,
Catholic Career Council and Parish
Placement Service, New York, New York
Dr. Elizabeth Iainizzi, Professor, Secretarial
Science Department, New York City
Community College, Brooklyn, New York
Ms. Alfreda Williams, Manager, Training and
Development, Mt. Sinai Medical Center,
New York, New York,
Ms. Sharon Hill, graduate of the department.

SOCIAL SCIENCES
The Social Sciences Department offers instructions in the disciplines of anthropology,
economics, history, political science, political economy, psychology, sociology, and
interdisciplinary social science. Introductory courses cover these disciplines and serve as
prerequisites for advanced courses within the department. Beginning students must start
with one of the introductory social science courses, but can also take more than one
introductory course. Most courses are offered in both English and Spanish.

Students interested in planning a concentration in the social sciences are advised to
consult with the Social Sciences Department chairman.

Study in social sciences areas or disciplines allows for a wide choice of careers in
teaching, law, government, diplomacy, public agencies, social work, research
foundations, business, health fields, as well as self-employment. It provides an opportunity for students to examine the nature of society and human behavior, social problems, and social change.

**Introductory Courses**

Students wishing to take advanced courses in disciplines other than psychology, must take at least one of the following introductory courses:

- SSC 4601 Introduction to Social Science
- ECO 4641 Introduction to Political Economy
- HIS 4661 Introduction to History
- SOC 1232 Introduction to Sociology

Students wishing to take advanced psychology courses must take PSY 1032 General Psychology.

**Psychology**

**PSY 1032 General Psychology** 3 credits

The student will demonstrate familiarity with the areas of modern psychology, including methods, learning and memory, sensation, perception, physiological processes, emotions, drives, personality, abnormal behavior, psychotherapy, individual differences, social behavior, and growth and development. Offered in English and Spanish.

**PSY 1036 Developmental Psychology** 3 credits

Prerequisite: PSY 1032 General Psychology or equivalent.

The student will demonstrate an understanding of personality development from infancy to adolescence, with an emphasis on the genetic determinants of behavior as well as on social learning. The student will show knowledge of prenatal development, cognitive development, language development, socialization, identification, deprivation studies, development of aggressiveness, dependency, quiet, fears and anxiety, sex typing, and other topics. Offered in English and Spanish.

**PSY 1042 Abnormal Psychology** 3 credits

Prerequisite: PSY 1032 General Psychology or equivalent.

The student will demonstrate an understanding of the description and delineation of the various patterns which prevent the individual from functioning constructively in our society. The student will also show an understanding of human personality, psychopathology, and the problems of general personality functioning. The student will describe and/or differentiate the etiology, symptomatology, treatment, and prognosis of psychoneuroses, major functioning psychosis, and severely delinquent behavior. Offered in English and Spanish.

**PSY 1044 Personality** 3 credits

Prerequisite: PSY 1032 General Psychology or equivalent or permission of instructor.

The student will show an understanding of the structure of personality, origins of personality characteristics, defense mechanisms, the individual and the self, frustration and conflict, and the personality theories of Freud, Jung, and others. Offered in English and Spanish.

**PSY 1082 Social Psychology** 3 credits

Prerequisite: PSY 1032 General Psychology or equivalent or permission of instructor.

The student will demonstrate an understanding of the development, maintenance, and change of regularities in behavior and interaction as affected by norms and norm formation, social roles, and interpersonal attraction. The student will also describe or identify the various processes that shape and influence a person's perceptual, cognitive, and affective responses toward aspects of his/her environment, attitude organization and change, personal and social perception, aggression, conflict, and intergroup conflict. Offered in English and Spanish.

**PSY 1086 Industrial Psychology** 3 credits

Prerequisite: PSY 1032 General Psychology or equivalent, or a basic business course, or permission of instructor.

The student will show mastery of important concepts of industrial psychology, including personnel selection and evaluation, learning and training, motivation, and morale as related to job performance, employee-management relations, working conditions, safety, and consumer psychology.
PSY 1072 Hypnosis and Related States
3 credits
Prerequisite: PSY 1032 General Psychology or equivalent, or permission of instructor.
The student will demonstrate a knowledge of the theory and techniques of hypnosis and related states. The student will effectively demonstrate the hypnotic techniques with human subjects. Offered in English and Spanish.

PSY 1056 Measurement and Research Methods
3 credits
Prerequisite: 30 credits including at least 3 in social sciences or permission of instructor.
The student will take and give a variety of sample tests of ability, personality, interest, and attitude. The student will demonstrate knowledge of various types of tests, how tests are constructed, what makes a good test, and the purpose (individual and group) for which tests are used and misused. The student will also demonstrate familiarity with basic descriptive statistics, sampling procedures, probability and significance, and simple inferential tests. Students will plan, carry out, and analyze a study in a selected area.

Sociology

SOC 1232 Introduction to Sociology
3 credits
The student will demonstrate an understanding of the basic topics of sociology, including social mobility, role, status, race and prejudice, and factors leading to social change. Offered in English and Spanish.

SOC 1234 Sociology of Social Problems
3 credits
Prerequisite: Any social science introductory course (except PSY 1032 General Psychology).
The student will analyze American society and the dynamics of its major social problems, including the functional and dysfunctional effects of these problems upon society. The student will also show understanding of the major social problems affecting large cities and metropolitan areas. Offered in English and Spanish.

Anthropology

ANT 1110 Introduction to Anthropology
3 credits
The student will demonstrate an understanding of the basic topics of cultural anthropology, including the concept of culture, cultural development, sex and marriage patterns, family and kinship patterns, social controls, religion-magic-science-arts, and physical anthropology, including human evolution and race.
(Formerly listed as ANT 1101 Introduction to Cultural Anthropology, ANT 1102 Case Studies in Cultural Anthropology, ANT 1103 Project in Cultural Anthropology.)

Social Science

SSC 4601 Introduction to Social Science
3 credits
The student will study the nature of the social sciences and the application of social science analysis to a number of contemporary social, political, and economic issues, such as poverty and income distribution, racism, political power, and social change. The student will also have an opportunity to carry out individual research on a topic of the student's choice.

SSC 4603 Independent Study
3 credits
Prerequisite: Completion of an introductory course.
The student will be able to carry out a contracted program of independent study in cases where the student would like to pursue a special interest or is unable to schedule a needed subject. A student wishing to take independent study must have the prior permission of the instructor in the Social Sciences Department who will be working with the student.

Political Economy

ECO 4641 Introduction to Political Economy I
3 credits
The student will analyze and explain the relationship between political and economic structures through a historical study of human society and a study of how the present day capitalist system functions. This module is not a substitute for introductory economics.

ECO 4657 Introduction to Political Economy II
3 credits
Prerequisite: Completion of an introductory course is recommended.
The student will study the functioning and development of modern capitalism and the alternatives, stressing the relationship between the political and economic structures. Topics covered include commodity exchange, wage labor, profit, monopolies, imperialism and political crises, and the possible development of fascism or socialism.
ECO 4647 Political Economy of Latin America 3 credits
Prerequisite: Completion of an introductory course.
The student will analyze capitalism as a world system, study the history of economic and political dependence of Latin America on Europe and the United States, and analyze the present structure of Latin America's economic and political dependence on the United States. The student will choose to investigate the causes of one country's underdevelopment.

ECO 4649 Political Economy of Africa 3 credits
Prerequisite: Completion of an introductory course.
The student will study the response of African nations to the problems of balkanization and economic development, the influence of multinationals, foreign aid, and planning for rapid economic change. The issues of the colonial heritage (including neocolonialism) and the effects of dependence on foreign markets will be analyzed.

Economics

ECO 4643 Introduction to Economics 3 credits
Prerequisite: Completion of an introductory course is recommended.
The student will study and evaluate basic concepts in economic theory, including an in-depth analysis of the theory of value, the firm, industrial organization, and the allocation of resources. The student will also study the determination of income and distribution, employment levels, fiscal and monetary policies, business cycles and inflation, and the U.S. international economic relationships.

ECO 4651 Macroeconomics 3 credits
Prerequisite: Completion of an introductory course and ECO 4643 Introduction to Economics.
The student will examine national income measurement, basic models of theories of income, employment, prices, and interest rates. Business fluctuations, sources and models of economic growth, problems and theories of income distribution, and the interdependence thereof will be closely examined. Emphasis will also be placed on social policy implications and the basic economic analytical concepts.

History

HIS 4661 Introduction to History 3 credits
The student will examine in depth some areas of history with the object of exploring what is history and what can be learned from history. Novels, plays, films, field trips, and group discussion will be utilized along with history texts.

HIS 4663 American History 3 credits
Prerequisite: Completion of introductory course.
The student will critically evaluate the American history which he/she has already been taught in high school and through the media. This will be accomplished through a study of selected issues in American history, such as the Great Depression, the Reconstruction Era, class and mobility in America, American imperialism, the oppression of American Indians, Blacks, Hispanics, and the American working people and their resistance to this oppression.

HIS 4673 Afro-American History 3 credits
Prerequisite: Completion of an introductory course is recommended.
The student will examine the nature of slavery in the United States; the response of the slaves; the activity of free Black people; the relationship of Black people to the American Revolution, the Constitution, and the Abolitionist movement; and the roots and causes of the Civil War.

HIS 4675 Afro-American History 3 credits
Prerequisite: Completion of an introductory course is recommended.
The student will examine the results of the Civil War; Reconstruction and its overthrow; post-Reconstruction to the 20th Century; Black people in the early Labor movement; Booker T. Washington and W.E.B. Dubois; and the history of Black people from World War I to the post-World War II efforts and struggles.

HIS 4667 Modern History of Latin America 3 credits
Prerequisite: Completion of an introductory course.
The student will analyze the historical development of Latin America as a whole and of selected regions and countries. The student will focus upon economic, political, cultural and ethnic development from the late colonial period into the 20th Century.

HIS 4668 Ancient, Medieval, and Early European History 3 credits
Prerequisite: Completion of an introductory course.
The student will attain an overview of the major currents in European society from the
dawn of Greek Civilization to the outbreak of the French Revolution. Emphasis will be placed on mastering the factual material of this historical span with the object of providing the student with a solid background for more advanced liberal arts courses. (Formerly listed as HIS 4676 Modern European History I and HIS 4667 Modern European History II.)

Philosophy
PHI 4681 Philosophy 3 credits
Prerequisite: Completion of an introductory course.
In this introduction to philosophy, the student will analyze and compare the basic way in which philosophers have interpreted reality and the meaning of life. The student will also study the social implications of each view of reality. The readings analyzed include selections by Sartre, Marx, Plato, Machiavelli, Mill, and works in Buddhist and African philosophies.

Political Science
POL 4701 American Government 3 credits
Prerequisite: Completion of an introductory course is recommended.
The student will identify the major institutions of government on the local, state, and federal level and their powers and relationships to each other. Emphasis will be placed on the legal assumptions underlying these institutions and how the latter operate in practice. The student will recognize the relationship between political institutions and the socioeconomic structure of the country. American international involvements will also be analyzed.

POL 4702 Comparative Politics 3 credits
Prerequisite: Completion of an introductory course.
The student will analyze the various historical and empirical theories of how to compare the different types of government which exist today, and in a comparative manner, will analyze the present-day dictatorial and democratic systems of government. (Formerly listed as POL 4704-4705 Comparative Politics I & II.)

POL 4707 Political Systems of Latin America 3 credits
Prerequisite: Completion of an introductory course.
The student will analyze the structure of dependence between the United States and Latin American countries, the role of nationalism, and the attempt to break these ties of dependence. Case studies will be used.
URBAN HEALTH STUDIES

The curriculum in urban health studies serves to introduce students to the entire range of educational experiences within the health field by offering an interdisciplinary overview of basic health concepts (common to all of the health professions) derived from the biological, the behavioral, and the social sciences. A student interested in pursuing a career in the health professions, and in particular community health, will take a basic core of courses in health in addition to the liberal arts courses required and recommended to complement his/her pre-professional health studies. The curriculum is designed around three major health-related components—scientific knowledge, attitudinal concepts, and behavioral concepts.

Course offerings are open to all health science and arts and sciences students.

HLT 6503 Human Relations for the Health Professions  3 credits
The student will demonstrate his/her knowledge and use of various interpersonal skills in the area of human relations and patient care by participating in small T-groups, role playing, and lecture-demonstrations. The student will also identify and analyze certain psychological concepts necessary to understand the factors of patient behavior. Offered in English and Spanish. (Formerly listed as HLT 6502-03 Interpersonal Relations and Teamwork.)

HLT 6504-24 Medical Terminology  2 credits
The student will demonstrate a knowledge of the language of medicine, including word construction, definition, and use of terms related to all areas of medical science such as the anatomy and physiology of the human body and disease classification.

HLT 6505 Laboratory Skills  2 credits
The student will demonstrate a knowledge of basic principles underlying patient care. He/she will be provided with an opportunity to demonstrate in a college laboratory the basic skills needed in the delivery of health sciences.

HLT 6507 Contemporary Health Issues  3 credits
The student will study and analyze current health problems such as drug use and abuse, malnutrition, heart disease, and the spread and control of communicable disease. He/she will review the decision-making process in regard to health and analyze statistical data pertinent to the identification of current health problems and their solutions.

HLT 6509 Mental Health  3 credits
The student will recognize and define terms related to the field of mental health. He/she will review the history of the mental health movement along with the determinants of positive mental health. The student will study and analyze in depth various life adjustment problems from birth to old age.

HLT 6510 Human Sexuality  2 credits
The student will study and analyze the dynamics of human sexuality by exploring basic knowledges and attitudes related to human sexual behavior. The student will be required to demonstrate his/her knowledge of sexual anatomy and physiology, the concept of intersex, family planning, and the changing concept of masculinity and femininity.

HLT 6511 Health Problems of the Young Child  1 credit
The student will identify the health needs and problems of young children. He/she will analyze the role played by the home and school in the physical development of the child. He/she will examine common disorders and diseases of childhood and the principles of nutrition related to meal planning for young children.

HLT 6512 Drugs and Society  2 credits
The student will explore drug use in our society and in earlier cultures. The nature and effects of various drugs in use will be discussed with emphasis on the psychological, sociological, and legal aspects of drug use and abuse.

HLT 6514 Nutrition  3 credits
The student will demonstrate a knowledge of the meaning of nutrition and its relation to health. The student will analyze and identify the different kinds of nutrients, their chemical nature and main sources. He/she will also demonstrate his/her knowledge of the specific diets for different age groups and various pathological conditions. Offered in English and Spanish.

HLT 6518 Introduction to Community Health  3 credits
The student will study and analyze the organization of involuntary and voluntary health agencies. The course is designed to
provide the student with an understanding of
the role of health education within the
community health structure and the principles
underlying health behavior, learning, and
change.

**HLT 6519 Field Experience in Community
Health** 2 credits
Prerequisite: HLT 6518 Introduction to
Community Health.
The student will observe community health
programs in action such as comprehensive
health care centers, mental health, drug
abuse, and family planning.

**HLT 6520 Poverty and Health** 2 credits
The student will read, analyze in writing, and
discuss selected readings concerning health
and poverty. The student will study and
analyze the nature of poverty, economic and
social differences in the prevention of illness,
maintenance of health, the treatment of the
sick, and current efforts to deal with poverty
and ensure proper medical care.

**VISUAL AND PERFORMING ARTS**
The Visual and Performing Arts Department offers courses in art, photography, music,
public speaking, theatre, and the development of arts and civilization. Lecture courses
are designed for those students who may choose to pursue advanced study in a senior
college. Skill courses are designed for those students who may choose to seek career or
employment opportunities.

Students who elect to earn credits in the visual and performing arts will find a variety of
approaches to learning which include: lectures, workshops, reading assignments, tests,
field trips, individual projects, and public performances. Students who complete courses
successfully will find a background in the arts a useful and, in some situations, essential
basis for study in other disciplines as well as a valuable source for personal
development.

Students interested in planning a concentration in the visual and performing arts are
advised to consult with the Visual and Performing Arts Department chairman.

**VPA 3502 Arts and Civilization I** 3 credits
An arts forum in which the student will
analyze examples of the visual and
performing arts of several outstanding
civilizations and will discuss the role of the
artist in various societies, the relationship of
the arts to historic events, and the
development of culture beginning with
prehistoric times up to the fifteenth century.
Offered in English and Spanish.

**VPA 3504 Arts and Civilization II** 3 credits
An arts forum in which the student will
analyze and discuss appropriate material (as
in Arts and Civilization I) from the fifteenth
century to the present. Offered in English and
Spanish.

**VPA 3522 Introduction to Art** 3 credits
The student will analyze, discuss, and define:
nature of art, meaning of art, major forms of
art, and components of art; art periods,
narration, description, illusion and reality,
criteria for criticism, and art in New York.
The student will engage in field trips and
special projects.

**VPA 3528 Applied Art I** 3 credits
The beginning art student will master the
basic principles of composition, design, and
color through the use of collage, paint, and
photographic montage; he/she will develop
basic skills in the use of paint and collage
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<tr>
<th>Course Code</th>
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<tr>
<td>VPA 3530</td>
<td>Applied Art II</td>
<td>3</td>
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| Prerequisite: VPA 3528 Applied Art I or the consent of instructor.  
The advanced art student will develop or improve skills in painting assemblage and three dimensional art. He/she will become acquainted with and master the use of “found objects” in making a picture. He/she will complete a master project to the satisfaction of the instructor. |
| VPA 3534    | Art in the City                             | 3       |
| The student will identify and discuss: City of Paris (1865-1909), Impressionism and post-Impressionism, and the School of Paris; he/she will identify and discuss City of New York (1910-present), Cubism, Futurism, Dadaism, Surrealism, Social Realism, contemporary Black and Hispanic art, and the School of New York. He/she will complete two field trips in conjunction with the above. |
| VPA 3536    | Art Crafts                                 | 3       |
| The student will practice the techniques of linoleum and wood cutting. He/she will develop the use and care of tools used in various art crafts as well as work in a variety of media. He/she will be required to complete at least three pieces of work per module to the satisfaction of the instructor. |
| VPA 3540    | Photography I                              | 3       |
| Prerequisite: Consent of instructor.  
The student will operate a 35-mm camera and light meter; expose, process, and make contact prints from film which has been shot on class assignments; use negatives which he/she has already generated in performing contact printing, editing, enlarging, and photo finishing. |
| VPA 3542    | Photography II                             | 3       |
| Prerequisite: VPA 3540 Photography I or the consent of instructor.  
The student with previous photographic experience will be able to plan and execute a picture story and identify the methods of other photo-journalists by viewing published picture stories and books; he/she will edit and enlarge prints which he/she will present to the instructor and class. |
| VPA 3552    | Introduction to Music                      | 3       |
| The student will analyze, discuss, and define the nature, meaning and components of music; listen to outstanding works; and identify specific styles, forms, and periods for the purpose of obtaining an overview of the performing art of music. Offered in English and Spanish. |
| VPA 3558    | Music Theory                               | 3       |
| The student will discuss the physics of sound: read notation, identify pitch, beat rhythm, write major/minor triads, identify basic chord progressions, sing solfege exercises, sight read, identify pitch with a given octave, play scales, and coordinate reading and playing. Offered in English and Spanish. |
| VPA 3578    | Chorus                                     | 3       |
| Prerequisite: Ability to participate in group singing.  
The student will study and present standard and contemporary choral literature for mixed voices and appear in concert at college ceremonies and functions. Offered in English and Spanish. (Formerly listed as Community Theatre Production I-II.) |
| VPA 3598    | Theatre Production                          | 3       |
| The student will execute physical and vocal exercises; do dramatic improvisations and readings; execute ensemble exercises; act from scripted scenes; and perform in public. Offered in English and Spanish. (Formerly listed as Community Theatre Production I-II.) |
| VPA 3612    | Fundamentals of Public Speaking            | 3       |
| The student will present introductions; present impromptu, extemporaneous, and manuscript speeches; perform exercises to improve public-speaking techniques; limit topics; create outlines; and present informative and persuasive speeches as well as speeches for special occasions. (Formerly listed as VPA 3611-12 Speech I-II.) |
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MANHATTAN

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- York College
- Fiorello H. LaGuardia Community College
- Queens College

QUEENS

- New York City College of Applied Arts and Sciences
- Kingsborough Community College (Mid-Brooklyn Campus)

BROOKLYN

- Medgar Evers College
- Brooklyn College

- Kingsborough Community College (Manhattan Beach Campus)

RICHMOND

- The College of Staten Island
THE CITY UNIVERSITY OF NEW YORK

The City University of New York is a public institution comprising ten senior colleges, seven community colleges, and an affiliated medical school. The university-wide doctoral program is supervised from the Graduate School and University Center in mid-Manhattan. The Board of Higher Education is the Board of Trustees for the university.

The university dates from 1847, when the needs of the city for free higher education were first met by the establishment of The Free Academy—now City College—as the result of a public referendum. In 1961, seven municipal colleges, then operated by the Board of Higher Education, became the City University of New York through state legislation. The continuing growth of the university encompasses new institutions, an expansion of facilities to serve more students, and new programs and research geared to current urban needs.

To widen opportunity, the City University of New York has developed the largest university-sponsored program in the nation to aid disadvantaged high school youth to enter and stay in college through the College Discovery Program and Operation SEEK (Search for Education, Elevation, and Knowledge). Urban centers, offering short-term vocational training and college-adapter courses, are operated by the City University under contract with the State University of New York.

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Diane Penner, Assistant Professor, Physical Education/Athletics  B.S., City College;  M.S., Hunter College

Raoul Pérez, Professor Chairman, Modern Languages  B.S./M.A., Howard University;  Ph.D., University of Chicago (deceased)

Sondra Perl, Instructor, English  B.A., Simmons College;  M.A., New York University

Jean Pettaway, College Office Assistant "B," Office of the Dean of Faculty  A.A., Hostos Community College

Thomas Petteway, Lecturer, Financial Aid  B.A., North Carolina College

Maria E. Pineiro, Lecturer, Puerto Rican Studies  B.A., University of Puerto Rico

Cyril H. Price, Professor, Dental Hygiene  D.D.S., Howard University

Lucille Pruitt, Instructor, Secretarial Science  B.S., Alabama State College;  M.S., Utah State University

Carlos Quiroga, Instructor, English  B.A., University of Puerto Rico;  M.A., Columbia University

Louis Quirós, Business Manager  A.A.S., Bronx Community College;  B.B.A., Pace University;  M.P.A., New York University

David Ramírez, College Office Assistant "A," Budget

Israel Ramos, Custodial Assistant

Manuel Ramos, Associate Professor, Modern Languages  B.A., City College;  M.A./Ph.D., Teachers College Columbia University

Ralph A. Ranald, Professor, English  B.A./M.A., University of California at Los Angeles;  M.A./Ph.D., Princeton University (Sabbatical leave 1977-78)

John Randall, Instructor, Mathematics  B.S., Ohio State University;  M.A., SUNY at Stony Brook

Evelyn D. Reed, College Office Assistant "A," Registrar’s Office

Lloyd Reilly, Custodial Assistant

Graciela Rivera, Assistant Professor, Visual and Performing Arts  Diploma, Juilliard School of Music

Juan M. Rivera, Instructor, Modern Languages  B.A., University of Puerto Rico;  M.A. Teacher College Columbia University

Peter Roman, Assistant Professor, Chairman, Social Sciences  B.A., University of California at Berkeley;  M.A., Princeton University

Adrian Romero, Assistant Professor, Biology  B.A., Inter American University;  M.A., Hofstra University

Minerva Rosario, Assistant Professor, Early Childhood Education  B.S./M.S., City College

Raoul Rosario, Custodian

Phyllis Saccoccio, College Secretarial Assistant "A," Business Manager’s Office  A.A.S., Bronx Community College

Anthony Santiago, Higher Education Officer, Director, Division of Community and Continuing Education;  Assistant Administrator, Evening Session  B.S., City College;  M.S.W., Hunter College School of Social Work
John Scarry, Assistant Professor, English  B.A., Fordham University; M.A., University of Maryland; Ph.D., New York University
Leo Schreiber, Higher Education Associate, College Director of Personnel and Labor Relations Designee  B.A., Brooklyn College
Milton Schulman, Professor, Biology  B.S., Long Island University; M.A./Ph.D., New York University
Stuart Schwartz, Remediation Assistant, English  B.A., Rabbinical Assembly College; M.A., New School for Social Research
Sammy J. Seals, Associate Professor, Dental Hygiene  B.S., Hampton Institute; D.D.S., Howard University; Certificate of Oral Surgery, New York University
Lawrence Seid, Assistant Professor, Urban Health Studies  B.A., Michigan State University; M.A., New York University; Ph.D., Fordham University (On leave 1977-78)
Evelyn Silverman, Lecturer, English  B.A., Brooklyn College; M.A., Hofstra University
Leonard Simons, Assistant Professor, Biology  B.S., City College; M.S./Ph.D., Syracuse University (On leave 1977-78)
Cheryl M. Smith, Instructor, Radiologic Technology  Diploma, Long Island College Hospital; A.A.S., New York City Community College; B.S., State University of New York, Downstate Medical Center, R.T., L.R.T. State and National Certifications
Patricia Smith, Lecturer, English  B.A., University of Pennsylvania, M.A., Teachers College Columbia University
Ruby V. Smith, College Office Assistant “A,” Facilities
Allen Solomon, Instructor, Radiologic Technology  Diploma, Radiologic Technology, Peninsula General Hospital; A.A.S., Queensborough Community College; B.S., State University of New York; Downstate Medical Center, R.T., L.R.T. State and National Certifications (On leave 1977-78)
Michael Stimola, Assistant Professor, Counseling  B.S., Fairleigh Dickinson University; M.A., Teachers College Columbia University
Fred Soussa, Associate Professor, Chairman, Accounting  B.A., Upsala College; M.B.A., University of Scranton; C.P.A., New York State
Amelia Strausser, College Office Assistant “A,” Office of the President
Genevieve Suárez, College Office Assistant “A,” Office of the Dean of Faculty
Robert Taylor, Assistant Professor, Chairman, Physical Education/Athletics  B.S., University of Cincinnati; M.A., Herbert H. Lehman College
Thomas Taylor, Custodial Assistant
Benita Tejeda, College Nurse  Public Health Nurse, National University; R.N., National School of Nursing; P.H.N., Colombia University, S.A.
Marietta Thorne, College Office Assistant “A,” Office of the President
Thomas Trainor, Lecturer, English  B.A., Regis College; M.A., Montclair State College
Arnold L. Trindade, Assistant Professor, Biology  B.S., Poona University; M.A./Ph.D. Columbia University
David Ucko, Assistant Professor, Physical Sciences  A.B., Columbia College; Ph.D., Massachusetts Institute of Technology (On leave 1977-78)