# TUNXIS TELEPHONE DIRECTORY

- **Main Number** (Information Center) ..... 860.773.1300
- **Academic Advising/Counseling** ..... 773.1510
- **Academic Affairs** ..... 773.1515
- **Academic Support Center** (Testing/Tutoring/ Disability Svcs.) .... 773.1530
- **Admissions** ..... 773.1490
- **Bookstore (txcc-shop.com)** ..... 773.1335
- **Bristol @ Tunxis** ..... 314.4700
- **Business & Industry Services** ..... 314.4709
- **Cashiers** ..... 773.1315
- **Child Care** (Early Childhood Center) ..... 773.1350
- **Computer Center** ..... 773.1390
- **Continuing Education** ..... 773.1450
- **Enrollment Verification Infoline** ..... 773.1440
- **Faculty Secretary** ..... 773.1519
- **Financial Aid & Veteran's Affairs** ..... 773.1422
- **Library** ..... 773.1550
- **Password Reset (Faculty) Infoline** ..... 773.1390
- **Public Relations** ..... 773.1410
- **Records/Registrar** ..... 773.1440
- **Student Activities/Student Government** ..... 773.1361/1363
- **Student I.D. (NET ID)/Password Reset Infoline** ..... 773.1390
- **Transcript Infoline** ..... 773.1440
- **Weather Infoline** ..... 773.1301

## DEPARTMENT CHAIRS

- **Academic Strategies**–Peter DeNegre ..... 773.1629
- **Allied Health/Dental**–Diana Himmel ..... 773.1673
- **Arts & New Media**–Carianne Garside ..... 773.1647
- **Business/Technology**–Candace Clark ..... 773.1609
- **Humanities**–Carol Mahmood ..... 773.1624
- **Mathematics & Science** –
  Sue Ricciuti/Dr. Robert Smith ..... 773.1652/773.1648
- **Social Sciences**–Dr. Francis Coan ..... 773.1613

## PROGRAM COORDINATORS

- **Business Administration**–Amy Feest ..... 773.1631
- **CIS**–Mahendra Shah ..... 773.1638
- **Criminal Justice**–Jessica Waterhouse ..... 773.1646
- **Dental Assisting**–Erin Annecharico ..... 773.1680
- **Early Childhood Education**–Jacalyn Coyne ..... 773.1615
- **Engineering/Technology**–Gregory Szepanski ..... 773.1626
- **General Studies**–Dr. Rafaele Fierro ..... 773.1642
- **Graphic Design**–Stephen A. Klema ..... 773.1620
- **Human Services**–Dr. Colleen Richard ..... 773.1637
- **Liberal Arts & Sciences**–Dr. George Sebastian-Coleman ..... 773.1635
- **Pathway to Teaching Careers**–Jacalyn Coyne ..... 773.1615
- **Visual Fine Arts/Photography**–William Kluba ..... 773.1621

## ACADEMIC DISCIPLINE COORDINATOR

- **ESL/Foreign Language**–Paula Baird ..... 773.1605

Tunxis Community College

*Education That Works For a Lifetime*

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***Mission Statement:*** Tunxis offers its students a quality, yet affordable education in an accessible and supportive environment, fostering the skills necessary to succeed in an increasingly complex world.

***Vision Statement:*** Tunxis will be a vibrant educational and cultural center responsive to current as well as emerging student and community needs.

Tunxis Community College is accredited by the New England Association of Schools and Colleges, Inc. (NEASC), a non-governmental, nationally-recognized organization whose affiliated institutions include elementary schools through collegiate institutions offering post-graduate instruction.

Tunxis does not discriminate on the basis of race, color, religious creed, age, sex, national origin, marital status, ancestry, present or past history of mental disorder, learning disability or physical disability, sexual orientation, gender identity and expression or genetic information in its programs and activities. In addition, the College does not discriminate in employment on the additional basis of veteran status or criminal record.

*The College makes every effort to maintain the schedule of courses as announced in this publication. However, the College reserves the right to change instructors, withdraw courses, change rooms or cancel courses without previous announcement, based on enrollment, budget, or other constraints.*


Published twice a year by Tunxis CC,
271 Scott Swamp Rd., Farmington, CT 06032

## Auditing Courses:

Students who do not wish to earn course credit may opt to audit a course. Audited course(s) will be shown on the student's transcript with the notation "AU" in the grade column and will not carry any credit hours or quality points. To audit a course notify the Records Office at time of registration but no later than the deadline date posted in the course schedule. Students pay the regular tuition and college fees.

## Follett's Bookstore at Tunxis CC (Information Line 860.773.1335):

A list of textbooks is available by going to txcc-shop.com. We recommend you register for classes before purchasing textbooks, as different course numbers may have varying requirements. Acceptable payment methods include: Cash, VISA, MasterCard, Discover, American Express Paypal or personal check (I.D. required). ***Please keep your receipt. All refunds or exchanges of any kind must be accompanied by the original cash register receipt.*** All new and used textbooks are returnable for a full refund or exchange by the return date on your receipt, within the return guidelines. After this time, returns or exchanges will be made only within 2 business days from the date of purchase. All new text purchases made during final exams or the last week of classes are ***FINAL***. No returns or exchanges. All new textbooks must be returned in their original new condition with no writing, erasing, or damage of any kind. ***Books sold in plastic shrinkwrap are only returnable if unopened***. Please be sure you have the correct book and are certain you want to keep it, before it is opened. Refunds of purchases made by personal check will only be made after 10 business days from the date of the check. Visit ***Txcc-shop.com*** for more details. See page 85 for additional information.

*To learn more about renting textbooks and digital textbooks go to:* ***TXCC-SHOP.COM***

## Confidentiality of Student Records:

Tunxis Community College views student educational records as confidential information that cannot be released without the written consent of the student. Some information is considered to be *Directory Information* and may be released without written permission: name, address, dates of attendance, full- or part-time status, graduation dates and honors. Students who do not want the College to release this information may complete the *Request for Non-disclosure of Directory Information* form available on the Tunxis web site (See FERPA) and at the Records Office.

## Course Cancellations:

The College reserves the right to cancel courses for which there is insufficient enrollment or to modify parts of the course schedule for fiscal or other reasons. Students will be notified of a cancelled course and will be entitled to 100% tuition and fees refund.

## Course Changes (Add/Drop):

(Not applicable to Winter session). Students may ADD courses up until the course meets for three hours. If you drop a course once the semester begins, you will not receive a 100% tuition refund. You will receive a 50% refund for any course dropped within the first two weeks of classes. After two weeks, there is no refund for dropped courses. Those who wish to make schedule changes should complete a Change in Schedule form at the Records Office. Courses may be dropped online via **my.commnet.edu**.

## Course Confirmation:

Course confirmation of your registration is **NOT** mailed by the College. Students may confirm and/or print their schedules by going to **my.commnet.edu**.

## Course Withdrawal:

Students may withdraw from a course with a transcript notation of "W." Refer to **Academic Calendar** for deadline. Course withdrawal may be completed online at **my.commnet.edu** or by submitting a *Change in Schedule* Form to the Records Office. A course withdrawal will make you ineligible for the semester's Dean's list; may affect your academic standing; and impact your full-time/part-time status. It does not affect your grade point average (GPA). If you are a financial aid recipient, please speak with Financial Aid prior to withdrawing from any course.

***Visit tunxis.edu for additional information.***

## Enrollment Verification:

Verifications for insurance, student loan deferments and employment are processed through the National Student Clearinghouse (NSC), as authorized by the State of CT. Using the student I.D.# (NET ID), students print their own "official" authentic Enrollment Verification Certificate (available after the add/drop period) at **my.commnet.edu**. For more information, call the 24-hour information line at 860.773.1440 or refer to tunxis.edu/search "verification".

## Financial Aid (860.773.1422):

Financial aid applicants must be enrolled in a degree or eligible certificate program to be qualified for financial aid. You should apply for financial aid as soon as possible.If your financial aid is not complete before you register, see the Tunxis Business Office regarding an optional payment plan. For more information see "How to Apply" in the financial aid pages of the Tunxis web site (tunxis.edu).

Veterans and service members (active and reserve) may be eligible for educational assistance under the GI Bill and the Connecticut tuition waiver. Dependents may also be eligible. Please contact Financial Aid at 860.773.1423.

Turn to page 18 for more Financial Aid information.

## Graduation:

Students who anticipate completing program requirements must submit a Graduation Application together with a signed program guide (available online and at the Records Office) by **March 1** of the year they plan to graduate. Additional information is available on the College web site.

## Grade Reports:

Grades are available online at **my.commnet.edu** approximately one week after the semester ends. A student seeking a Final Grade Mailer for employee reimbursement or other purposes must submit their request in writing to the Records Office or complete the Grade Mailer Request form available on our web site. No fee is charged.

## ONLINE Education Course Information:

See page 13 for information.

## Room Assignments:

Room assignments will be posted in the main foyers of the Administration Building and main entrances to all buildings around campus prior to the start of the semester. You should also check room assignments at **my.commnet.edu** prior to the start of class due to last minute changes.

## Senior Citizens' Registration:

Tuition is waived for most General Fund courses (fall and spring only) on a space-available basis. Studio and lab fees are not waived and must be paid at the time of registration. Proof of age (62 or older) must be shown at time of registration.

## Self-Service Student Information System:

See page 14 for details.

## Student Degree Evaluation:

Official degree audits, required for graduation, are conducted by the Registrar's Office. See your advisor for an unofficial degree audit.

## Student I.D. (NET ID) Password & Resets:

For your security and protection, College policy prohibits the issuing of student I.D. (NET ID) numbers OR password resets over the phone or email. Students may obtain their student I.D. (NET ID)/Password by going to **my.commnet.edu** and selecting "Forgot Your student I.D./NET ID or Your Password." Or visit **https://supportcenter.ct.edu/netid/pswdmenu.asp.**

## Transcripts:

Tunxis provides official transcripts in an electronic format (eTranscripts). Current and former students can request official eTranscripts to be sent to other educational institutions, potential employers or any other appropriate entities. There is no charge for eTranscripts. If you send the transcript to yourself, it is considered "unofficial". To be an official copy, it must go directly to the third party. For complete instructions, visit www.tunxis.edu and search "transcript". Current students can request eTranscripts online through **my.commnet.edu**.

***Visit tunxis.edu for additional information.***

## PLACEMENT TESTING – WINTER 2015/SPRING 2016

***An Application for Admission form MUST be submitted to the Admissions Office (860.773.1490) one week prior to placement testing.*** Tunxis Community College requires placement testing or proof of exemption status prior to enrollment at the College. New applicants are asked to take the Accuplacer Placement Test to assess their English, reading, and mathematics skills. Exemptions exist for students with appropriate SAT or ACT scores or for students who have successfully completed college-level English and/or math. (Additional information and exemption forms are available in the Academic Support Center and at Tunxis.edu/ASC.) Note: if a student requires accessibility or accommodation arrangements for placement testing, please call 860.773.1526.

All new students must complete placement testing requirements by the time they have completed 6 credits. No student may register for English, Mathematics, English as a Second Language (ESL) courses or courses requiring Math or English as a prerequisite, without taking placement tests or providing proof of exemption. ESL students should test and complete their ESL program requirements before attempting the ACCU-PLACER College Placement Test. ESL students have some flexibility with the 6-credit rule.

**Please call 860.773.1530 for a reservation (seating is limited).** Testing takes place in the Academic Support Center. Most students complete the test in approximately 2 hours. For details please visit the Academic Support Center in person or online. **For testing schedule and more sample questions: go to tunxis.edu/asc.**

# WINTER 2015 ACADEMIC CALENDAR

**Winter session runs Dec. 28, 2015 to Jan. 15, 2016.**

**PLEASE NOTE:** In-person Registration is Ongoing for Current, Continuing, and Readmit Students from Nov. 2, 2015 through Dec. 24, 2015 (8:30 a.m. to 5:00 p.m. Mon.-Thurs., Fridays until 1:30 p.m.). **Web Registration runs Nov. 2 through midnight Dec. 27**. Proof of prerequisite is required. All registrations must be processed by the Records Office prior to the first class meeting.

## DECEMBER

24 (R – by 1:00pm)..... Last Day to Drop a Course In-person with 100% Tuition Refund
25 (F)..... **Christmas Observed – COLLEGE CLOSED**
27 (SU) ..... Web Registration ends at midnight
28 (M – 9:00am-4:30pm)..... Add/Drop Registration
28 (M) ..... *FIRST DAY OF CLASSES*
31 (R)..... **No Classes – COLLEGE OPEN**

## JANUARY

01 (F)..... **New Year's Day Observed – COLLEGE CLOSED**
04 (M – by 5:00pm)..... Last Day to Drop a Course with No Transcript Notation (no refund)
05 (T – by 5:00pm)..... First Day to Withdraw from a Course with Transcript Notation of "W" (no refund)
07 (R – by 5:00pm)..... Last Day to Declare Audit Status
08 (F – by 1:30pm) ..... Last Day to Withdraw from a Course with Transcript Notation of "W" (no refund)
15 (F)..... *LAST DAY OF CLASSES*
18 (M) ..... **Martin Luther King, Jr. Day – COLLEGE CLOSED**

# 4 EASY WAYS TO REGISTER FOR WINTER 2015 CLASSES

**1** **IN-PERSON**: Students may obtain a registration form from the Records Office. If the course you intend to register for requires a prerequisite, please bring your proof of prerequisite compliance (unofficial college transcript) with you as you may need to meet with an advisor to have your course selection approved. If you would like to make an appointment to meet with an advisor prior to registering, please contact the Academic Advising Center at 860.773.1510.

**2** **ONLINE**: ***my.commnet.edu***. Please note: this option is **available to current/ returning students only**. You must have a Student ID# (NET ID) and password to register online. See below for details.

**3** **BY EMAIL** (tx-records@tunxis.edu) **or FAX**: ***860.606.9766*** – Include completed Registration Form (p. 11) and payment. ***New*** students MUST include an Admissions Application along with $20 fee. ***Proof of Prerequisite*** MUST be included if you are registering for a class with a prerequisite.

**4** **BY MAIL**: ***Tunxis CC Records Office, Winter Registration, 271 Scott Swamp Road, Farmington, CT 06032*** Please include completed Registration Form (p. 11) and payment. ***New*** students MUST submit an Admissions Application along with $20 fee. ***Proof of Prerequisite*** MUST be included if you are registering for a class with a prerequisite.

## WINTER REGISTRATION BEGINS MONDAY, NOVEMBER 2

**NO FRIDAY IN-PERSON REGISTRATION.** ***Tuition is due in full at time of registration***.

All registrations must be processed by the Records Office prior to the first class.

## WEB Registration **For Current Students ONLY – 24/7 starting Nov. 2.**

**NOTE: Full Payment of tuition and fees is REQUIRED at time of registration.**

Students who have previously attended Tunxis Community College within the past two years, and who know their Student ID# have the option of registering via the Web. Students who have not previously attended the College may register at the Records Office after they have completed the admissions process.

**You MUST meet course prerequisites.** Refunds will not be granted based on unmet prerequisites. If you did not take a prerequisite at Tunxis, the WEB registration system will not accept your registration. If you receive a "pre-req. error" while web registering, you may contact the Academic Advising/Counseling Center at 860.773.1510.

Although registering by Web, advisors and counselors are available for academic planning and course selection. Contact Advisors in their Faculty Office, or contact the Academic Advising/Counseling Center at 860.773.1510.

**Instructions:**

1. Go to **http://my.commnet.edu**
2. Login using your NetId and Password
3. Click on the Student Tab
4. Click on Student Self Service Channel
5. Click on "Registration/Schedule"
6. Click on "Class Registration"
7. Select term then submit (follow instructions in step 1 and 2 on that page.)
8. Click on "View Schedule" at bottom of page to confirm registration
9. Follow prompts to initiate payment
10. Logoff from the website

***http://my.commnet.edu***

WINTER 2015 WINTER 2015 WINTER 2015 WINTER 2015 WINTER 2015

***PLEASE SEE PAGE 13 FOR INFORMATION ABOUT TAKING AN ONLINE COURSE.***

# IMPORTANT WINTER SESSION INFORMATION

Tunxis Community College

*Education That Works For a Lifetime*

WINTER 2015

## Session runs December 28, 2015 to January 15, 2016.

For winter sesssion **REGISTRATION**, **REFUND POLICY** and **FINANCIAL AID INFORMATION** please see pages 11-12.

It's important for you to recognize these are accelerated courses with significant differences to 15-week fall or spring courses. Winter session courses are completed in three weeks, which means the pace is about five times faster than normal. Or to put it another way, every day of class in the winter session will equal a full week of course material in a fall or spring semester course. This condensed format means you will be challenged, and 100% attendance is required in order to be successful.

**College Support Services will be limited during winter session.**
**Contact the appropriate office for available hours and services.**

| CRN | COURSE TITLE | DAY(S) | TIME | INSTRUCTOR |
|---|---|---|---|---|

## Classes meet daily, Monday-Friday, at times indicated below.

### ACCOUNTING

| | | | | |
|---|---|---|---|---|
| 4002 | Principles of Financial Accounting (a) | ONLINE | | Staff |
| 4027 | Principles of Managerial Accounting (a) | ONLINE | | Staff |

**ACC*113 Principles of Financial Accounting — 3 credits**

Basic concepts and practice of accounting and its role in the economic decision-making process. Topics include the financial statement preparation process for balance sheets; income statements; accounting for cash; receivables; inventories; plant and intangible assets, liabilities and stockholders' equity. *Prerequisites: placement into Elementary Algebra Foundations (MAT*095) or appropriate placement test score, AND C- or better in Integrated Reading and Writing I (ENG*065) or placement into Introduction to College English (ENG*096) or appropriate placement test score, OR C- or better in Basic Accounting (ACC*100) OR permission of Department Chair. (Elective Type: G) (Ability Assessed: 7)*

**ACC*117 Principles of Managerial Accounting — 3 credits**

The use of accounting data by managers for planning and controlling business activities is covered. Topics include cost accounting systems; cost behavior relationships; capital expenditure decision-making; budgeting; and variance analysis. *Prerequisite: C- or better in Principles of Financial Accounting (ACC*113). (Elective Type: G) (Ability Assessed: 7)*

### ART

| | | | | |
|---|---|---|---|---|
| 4003 | Art Appreciation | ONLINE | | Garside, C. |
| 4004 | Art History I | ONLINE | | Staff |
| 4005 | Contemporary Art in the USA | ONLINE | | Staff |

**ART*100 Art Appreciation — 3 credits**

Focus on cultural influence and evolutionary changes in art media as they affect painting, sculpture, architecture, and the minor arts. This course does not fulfill degree requirements for Graphic Design or Visual Fine Arts. *(Note: Field trips may be required by the instructor.) (Elective Type: FA/G/HU/LA) (Ability Assessed: 1)*

**ART*101 Art History I — 3 credits**

Study of the major historical periods in Western Civilization. Prehistoric; Ancient; Classical; Early Christian; and Byzantine painting, sculpture, architecture, and the minor arts are examined and analyzed according to art principles and the societies from which they emanate. *Museum trips are required. (Elective Type: FA/G/HU/LA) (Ability Assessed: 1)*

**ART*201 Contemporary Art in the USA — 3 credits**

Study of the development of the diversity of styles in contemporary art and their reflections of the society in which they were created. Reviews modern trends, emphasizing 1940 to the present. *(Elective Type: FA/G/HU/LA) (Ability Assessed: 1)*

| CRN | COURSE TITLE | DAY(S) | TIME | INSTRUCTOR |
|---|---|---|---|---|

## BUSINESS – Finance

4006 ..... Personal Finance (a) ..... ONLINE ..... Staff

**BFN*110 Personal Finance** (a) **3 credits**

Provides an overview of the financial planning and investing process. It examines personal incomes and budgets, home and consumer financing, insurance of personal assets, personal investing and retirement planning. Topics covered will include the time value of money, investments, loans and credit, cash management, taxes, life and health insurance, and estate planning. *(Elective Type: G) (Ability Assessed: 7)*

## COLLEGE PREPARATION

4023 ..... Portfolio Workshop for Intro. to College English ..... W/R ..... 9:00A-12:15P ..... Gentry

***NOTE: CRN #4023 meets 1/6 (W), 1/7 (R), 1/13 (W) and 1/14 (R).***

4024 ..... Special Topic: Reading and Writing Review .... T/F ..... 9:00A-12:15P ..... Gentry

***NOTE: CRN #4024 meets 1/5 (T), 1/8 (F), 1/12 (T) and 1/15 (F).***

**CSS-099 Portfolio Workshop for Intro. to College English** **1 credit**

Provides support for students who have submitted complete portfolios for Introduction to College English (ENG*096) that have not quite met the course abilities. This is a workshop for students who need additional time and practice to demonstrate the course abilities. Provides instruction in a lab setting to address Introduction to College English skill areas. *Prerequisite: Recommendation of Introduction to College English (ENG*096) faculty. (Elective Type: G).*

**CSS-298 Special Topic: Reading and Writing Review** **1 credit**

Intensive reading and writing review before retaking the placement exam for students who have had previous reading and writing instruction, but need to review that instruction before enrolling in a college reading and writing course. Students will learn and practice basic reading and writing skills. This course is intended as a review course only for students who have placed at the top of Integrated Reading & Writing I placement range and who may need a review in order to place into Integrated Reading and Writing II. This course does not satisfy an English requirement or an elective in any degree program; neither do its credits count toward graduation. *Prerequisite: Placement Test Score of 60-64.9 in Sentence Skills and 49-53.9 in Reading Comprehension.*

## COMMUNICATION

4007 ..... Interpersonal Communication ..... M-F ..... 9:00A-12:05P ..... Yawin

4008 ..... Public Speaking ..... M-F ..... 9:00A-12:05P ..... Hamilton

**COM*172 Interpersonal Communication** **3 credits**

Students are introduced to fundamental theories of communication, perception and listening, verbal and non-verbal communication, the role of conflict in relationships, and the impact of media and other technologies. In a workshop environment, students will apply these theories and principles to enhance their interpersonal communication. *Prerequisite: C- or better in Integrated Reading and Writing II (ENG*075) or Introduction to College Reading & Writing (ENG*093) or Introduction to College English (ENG*096) or Reading & Writing VI (ESL*162), or placement into Composition (ENG*101). (Elective Type: G/HU/LA) (Ability Assessed: 10)*

**COM*173 Public Speaking** **3 credits**

Introduces students to the principles of oral communication with an emphasis on the public speaking skills needed for academic and professional presentations. Students will apply their knowledge of the theories of effective oral communication and present a variety of speeches that appropriately use audio visual aids and outside research. In a workshop environment, students will enhance their skills in critical thinking and listening by assessing their own public speaking and providing feedback on the public speaking of others. *Prerequisite: C- or better in Integrated Reading and Writing II (ENG*075) or Introduction to College Reading & Writing (ENG*093) or Introduction to College English (ENG*096) or Reading & Writing VI (ESL*162), or placement into Composition (ENG*101). (Elective Type: G/HU/LA) (Ability Assessed: 6)*

## COMPUTERS – Computer Science

4009 ..... Introduction to Computers (a) ..... ONLINE ..... Shah

**CSC*101 Introduction to Computers** (a) **3 credits**

Provides the necessary background for and provides hands-on practice using popular microcomputer office applications including word processing, spreadsheets, database and presentation management. The course also covers computer concepts including hardware, software, multimedia, privacy and

| CRN | COURSE TITLE | DAY(S) | TIME | INSTRUCTOR |
|---|---|---|---|---|

security, and current computing trends. Students spend approximately three hours per week on hands-on computer assignments mastering Microsoft Office. *Prerequisites: C- or better in Integrated Reading & Writing II (ENG*075) or Introduction to College Reading & Writing (ENG*093) or Introduction to College English (ENG*096) or Reading & Writing VI (ESL*162), or placement into Composition (ENG*101). (Elective Type: G) (Abilities Assessed: 3, 5, 6)*

## DENTAL ASSISTING *(Note: Additional program fee charged.)*

4017 ..... Dental Radiography for the DA (a) ..... ONLINE ..... Annecharico

***NOTE: Students must select a corresponding lab. If two labs are listed, students must select one of the two labs offered.***

4018 ..... Lab (12/28-30, 1/4-1/6, 1/11-1/13) ..... M-W ..... 8:15A-12:35P ..... Staff

4019 ..... Lab (12/28-30, 1/4-1/6, 1/11-1/13) ..... M-W ..... 1:00-5:20P ..... Staff

**DAS*165 Dental Radiology for the Dental Assistant** (a) **2 credits**

Provides an in-depth study of principles of the X-ray production and radiation physics, biology, and safety. The learned concepts in quality assurance; radiographic image identification and mounting; and patient management are applied in the study of intraoral and extraoral techniques. *Prerequisites: C or better in Oral Anatomy for the Dental Assistant (DAS*146); Dental Materials for the Dental Assistant (DAS*130); and Essential Chairside Functions for the Dental Assistant (DAS*140). (Elective Type: G) (Ability Assessed: 2)*

## DENTAL HYGIENE *(Note: Additional program fee charged.)*

4020 ..... Pain Control and Local Anesthesia for the DH (a) ..... ONLINE (12/10/15-1/15/16) ..... Staff

***NOTE: Students MUST select one of the corresponding clinics offered below.***

4021 ..... Clinic (1/7 & 1/8) ..... R/F ..... 8:30A-4:30P ..... Staff/Johnson

4022 ..... Clinic (1/14 & 1/15) ..... R/F ..... 8:30A-4:30P ..... Staff

**DHY*275 Pain Control and Local Anesthesia for the DH** (a) **3 credits**

This course presents the basic science and dental science foundations of clinical local anesthesia in preparation for Connecticut State Certification for administration of local anesthesia by dental hygienists. Students will learn to perform safe, effective and proper techniques of intraoral pain control utilizing local anesthetic administration on a student–client partner. Emphasis is placed on client evaluation for predicting and preventing complications. *Prerequisites: Matriculating second year dental hygiene student. Current certification in CPR for the Professional Rescuer/Health Care Provider and AED from the Red Cross or American Heart Association, proof of Hepatitis B vaccination, TB antigen test within one year (PPD). NOTE: Each student **MUST** serve as a client for another student. Student must be proficient with online format for the didactic component of the curriculum. Attendance at all clinical sessions is mandatory. Faculty recommendation to register is required. Students must complete online and pass with 80% in order to continue into clinical sessions. (Elective Type: G) (Ability Assessed: 2)*

## ECONOMICS

4010 ..... Principles of Macroeconomics (a) ..... M-F ..... 1:00-4:05P ..... Blaszczynski

**ECN*101 Principles of Macroeconomics** (a) **3 credits**

Introduction to aggregate economic phenomena and processes, and fundamental economic concepts of supply and demand, exchange and specialization, and international trade. Topics include national income accounting, the circular flow of money, income and spending, the monetary system of the economy, unemployment and inflation, determination of national income and employment, monetary and fiscal policy, and economic growth and development. *Prerequisites: C- or better in Integrated Reading & Writing II (ENG*075) or Introduction to College Reading & Writing (ENG*093) or Introduction to College English (ENG*096) or Reading & Writing VI (ESL*162), or placement into Composition (ENG*101); and C- or better in Pre-Algebra and Elementary Algebra (MAT*085) or Introductory Algebra (MAT*094) or Elementary Algebra Foundations (MAT*095) OR placement into credit level mathematics. (Elective Type: G/SS) (Ability Assessed: 10)*

## ENGLISH

4011 ..... ST: Portfolio Revision Workshop ..... M/T/R ..... 1:30-4:10P ..... Terrell

***NOTE: This class meets 1/4 (M), 1/5 (T), 1/7 (R), 1/11 (M), and 1/12 (T).***

**ENG*298 Special Topic: Portfolio Revision Workshop** (a) **1 credit**

Provides additional practice in applying Composition course abilities to portfolio essays. Allows students who earned a grade of D+ in Composition re-submit their portfolios at the end of the workshop instead of repeating the full-semester Composition course. The course emphasizes individualized instruction and conferencing with the instructor. Recommendation for this course is entirely at the discretion of the original Composition instructor, and is offered only with the clear agreement on the student's part that

enrolling in the course offers no guarantee whatsoever of raising his or her grade. Students must have completed the requirements for the Composition portfolio to be eligible for this workshop. *Prerequisites: completion of Composition (ENG*101) portfolio requirement, recommendation of Composition instructor, and a grade of D+ in Composition.*

## HISTORY

4012 ..... U.S. History I ..... ONLINE ..... Fierro, R.

**HIS*201 U.S. History I** (a) **3 credits**

Surveys the factors that contributed to the development of the United States as a new nation. It examines the major people, events, institutions, ideas, and conflicts that shaped the nation from the earliest contacts between Europeans and indigenous populations to the Civil War. *Prerequisite: C- or better in Integrated Reading & Writing II (ENG*075) or Introduction to College Reading & Writing (ENG*093) or Introduction to College English (ENG*096) or Reading & Writing VI (ESL*162), or placement into Composition (ENG*101). (Elective Type: G/HU/LA) (Ability Assessed: 4)*

## MATHEMATICS

4013 ..... Algebra Review (12/28, 12/30, 1/4, 1/6, 1/11, 1/13) ... M/W ..... 9:00-11:05A ..... Ricciuti
4025 ..... Elementary Algebra Foundations ..... M-F ..... 1:00-4:05P ..... Staff
4014 ..... Intermediate Algebra (a)(d) ..... M-F ..... 1:00-4:05P ..... Clark, R.

**MAT*070 Algebra Review** **1 credit**

A review course designed to allow students to build a better foundation and possibly place into a higher level mathematics course. Students will take a diagnostic test which will allow the course to be tailored to the individual student. Each student will need to purchase a MyFoundationsLab code and will be working at their own pace with the help of an instructor. At the end of the course, students may retake the placement test to place into a higher level mathematics class. *(Ability Assessed: 7)*

**MAT*095 Elementary Algebra Foundations** **3 credit**

For students who have never had algebra or who need to review algebraic concepts. This course includes a study of the basic properties and theorems of rational numbers; expressions and equations with polynomials, rational and radical expressions, and integer exponents; linear equations in one and two variables; systems of linear equations in two variables; functions and applications in geometry and algebra. This course does not satisfy a mathematics elective in any program. *Prerequisite: Appropriate placement test score. (Ability Assessed: 7)*

**MAT*137 Intermediate Algebra** (a) **3 credits**

A credit course serving as a prerequisite for most other first level credit Math courses, including College Algebra, Elementary Statistics with Computer Applications, Number Systems, Finite Mathematics and Math for the Liberal Arts. This course is a further study of algebra and mathematical modeling of functions and relations represented by tables, graphs, words, and symbols. Polynomial functions and expressions with special attention to linear, quadratic, exponential, rational, and radical functions are studied. There is an emphasis on applications for all topics. *Prerequisite: C- or better in Prealgebra and Elementary Algebra (MAT*085) or Introductory Algebra (MAT*094) or Elementary Algebra Foundations (MAT*095) or appropriate placement test or SAT score. (Elective Type: G/LA/M) (Ability Assessed: 7)*

## MUSIC

4015 ..... Music History and Appreciation I ..... ONLINE ..... Staff

**MUS*101 Music History and Appreciation I** **3 credits**

The formal and stylistic elements of music are presented together with necessary historical background through lecture, class discussion, and active listening. Includes a broad survey of significant musical styles from the Middle Ages to the present. *(Elective Type: FA/G/HU/LA) (Ability Assessed: 1)*

## SPANISH

4026 ..... Intermediate Spanish I (a) ..... ONLINE ..... Celona

**SPA*211 Intermediate Spanish I** (a) **4 credits**

Builds and expands skills from Elementary Spanish I and II with further study of Spanish grammar and of the diverse cultures of Spanish-speaking peoples. A secondary focus is on expanding reading and writing skills. Students continue to refine their use of practical, conversational Spanish. The context for learning is understanding the experiences of the Spanish speaking peoples. *Prerequisite: C- or better in Elementary Spanish II (SPA*102) OR permission of Department Chair. (Elective Type: FL/G/HU/LA) (Ability Assessed: 6)*

# 4 EASY WAYS TO REGISTER FOR WINTER 2015 CLASSES

**1. IN-PERSON**: The ***Records Office*** processes all Winter credit registrations. See page 5 for dates/times.

**2. ONLINE**: Please note: this option is **available to current & returning students only**. You must have a Student ID# (NET ID) and password to register online. ***(my.commnet.edu.)***

**3. BY EMAIL** (tx-records@tunxis.edu) **or FAX**: ***860.606.9766***. Please include completed Registration Form and payment. **New students** MUST submit an admissions application and a $20 fee. **Proof of prerequisite** MUST be included if you are registering for a class with a prerequisite.

**4. BY MAIL**: ***Records Office, Winter Registration, 271 Scott Swamp Rd., Farmington, CT 06032***
Please include completed Registration Form and payment. You must include an Admissions Application (along with $20 fee) and ***Proof of Prerequisite*** if you are a new student **OR** you are registering for a class with a prerequisite.

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**In-person Registration begins Nov. 2 at 9:00a.m.**
All summer registrations must be processed by the Records Office prior to the first class.

**Prerequisites are strictly enforced.** Proof of prerequisites must be presented at the time of registration if requirement was not taken at Tunxis. Please note that the majority of courses have prerequisites. Copies of transcripts, grade reports, or current course enrollment will be accepted as proof of prerequisite. ***Registrations without proof of prerequisite will not be processed.*** **Payment in full (tuition & fees)** must be included with your registration. **Confirmation of your registration** is emailed by the Records Office. Unless you are notified otherwise, attend the first class session as scheduled.

**NEW STUDENTS**: Must complete an Application for Admission form and include a one-time, non-refundable $20 application fee. Include Admissions Application with registration form.

**READMITS**: If you were a student prior to Summer 2013, please see Readmit Policy on p. 27.

Student's Name: (Last) (First) (Middle)

Address: No. and Street City or Town State Zip Code

Social Security # E-mail Address:

NOT REQUIRED IF STUDENT ID# PROVIDED

Daytime Phone Number Date of Birth:

Student ID # **(REQUIRED)** @

☐ Check here if your address has changed since you last attended.

Ever attended a CT Community College? ☐ YES ☐ NO

☐ NEW
☐ RETURNING
☐ READMIT

| CRN # | COURSE CODE | COURSE TITLE | CREDITS | DAY(S)-CIRCLE | TIME |
|---|---|---|---|---|---|
| | | | | M T W R F O | |
| | | | | M T W R F O | |
| | | | | M T W R F O | |
| | | | | M T W R F O | |

OFFICE USE ONLY

Online = O

TOTAL CREDITS: ▶

Proof of prerequisite **MUST be included** with registration STUDENT'S SIGNATURE:

Advisor Signature

Full payment required • Make check payable to Tunxis Community College

☐ Check
☐ VISA
☐ MasterCard
☐ Discover

Credit Card Number

Expiration Date (month/year):

Cardholder's Signature:

Tuition & Fee Amount $

New Student Application Fee–$20 (***include application with registration***) $

**TOTAL AMOUNT $**

The College reserves the right to cancel courses due to insufficient enrollment. A full refund of tuition AND fees will be issued if a course is cancelled by the College. A full refund of TUITION ONLY will be issued if an official (written) course withdrawal request is received in the Records Office **one business day prior to the first scheduled class**. (See winter course schedule for more info.)

Revised 10/10

## TUNXIS WINTER REGISTRATION FORM

**Mail to: Tunxis Community College–Records Office • 271 Scott Swamp Rd. • Farmington, CT 06032**

# PAYMENT OF TUITION/EXTENSION FEES*

## Connecticut Residents Per Semester

| SEMESTER HOURS | EXT. FEE/ TUITION | COLLEGE SERVICES FEE | STUDENT ACTIVITY FEE | TOTAL |
|---|---|---|---|---|
| 1 | $162.00 | $74.00 | $0.00 | $236.00 |
| 2 | $324.00 | $81.00 | $0.00 | $405.00 |
| **3** | **$486.00** | **$87.00** | **$0.00** | **$573.00** |
| 4 | $648.00 | $92.00 | $0.00 | $740.00 |
| 5 | $810.00 | $108.00 | $0.00 | $918.00 |
| **6** | **$972.00** | **$124.00** | **$0.00** | **$1,096.00** |
| 7 | $1,134.00 | $139.00 | $0.00 | $1,273.00 |
| 8 | $1,296.00 | $154.00 | $0.00 | $1,450.00 |
| **9** | **$1,458.00** | **$170.00** | **$0.00** | **$1,628.00** |
| 10 | $1,620.00 | $184.00 | $0.00 | $1,804.00 |
| 11 | $1,782.00 | $201.00 | $0.00 | $1,983.00 |
| **12** | **$1,944.00** | **$216.00** | **$0.00** | **$2,160.00** |
| 13 | $2,106.00 | $216.00 | $0.00 | $2,322.00 |
| 14 | $2,268.00 | $216.00 | $0.00 | $2,484.00 |
| **15** | **$2,430.00** | **$216.00** | **$0.00** | **$2,646.00** |
| 16 | $2,592.00 | $216.00 | $0.00 | $2,808.00 |
| 17 or more | $2,754.00 | $216.00 | $0.00 | $2,970.00 |
| Annual Full-time | **$3,888.00** | **$452.00** | **$0.00** | **$4,340.00** |

*The College will accept cash, checks made payable to Tunxis Community College, and/ or **Visa, MasterCard, Discover** for the cost of tuition & fees. See payment details at right.*

## Additional Mandatory Usage Fees

- Laboratory Course Fee ($) ..... $88.00 *Per registration.*
- Studio Course Fee ($$) ..... $94.00 *Per registration.*

## FINANCIAL AID INFORMATION

**Financial aid eligibility for the winter term will depend on individual circumstances. Interested students should complete the winter term application in the Financial Aid Office.**

Veterans' and National Guard tuition waivers do not apply to winter session. For students who receive federal GI Bill benefits, Tunxis will report winter session enrollments to the VA unless the student informs us otherwise.

# WINTER 2015

**** Tuition and Fees are subject to change, by the Connecticut Board of Regents for Higher Education, without notice.***

Payments should be made to the Business Office, using cash, checks made payable to TCC, and/or ***Visa, MasterCard***, ***Discover***. Please note: ***the College does NOT accept American Express credit cards.***

Payments may also be made online using your Net ID & ***Visa, MasterCard or Discover*** at my.commnet.edu. See page 16 for details.

NOTE: Payment plans are not offered for Winter session.

***An additional $5.00 fee is charged to students who register late.***

## REFUND POLICY

***ALL FEES ARE NON-REFUNDABLE***

The College reserves the right to cancel courses due to insufficient enrollment.

A full refund of tuition AND fees will be issued if the College cancels the course.

A full refund of TUITION ONLY will be issued if an official (written) course withdrawal request is received in the Records Office one business day prior to the first scheduled class.

NO REFUND will be given after classes have started, except in cases of serious illness or ***EXTRAORDINARY*** circumstances. In such cases, a refund (partial or full) may only be given until up to one-third of the classes have taken place, at the discretion of the College.

Refunds will not be granted based on unmet prerequisites.

***Please note: tuition and fees payments should be made to Business Office, using cash, checks made payable to TCC, and/or Visa, MasterCard, Discover. The College does NOT accept American Express.***

# ONLINE COURSE INFORMATION – WINTER 2015/SPRING 2016

***Tunxis Online Education connects you to instructors who post lessons, assignments, and answers to your questions, as well as to other students, so you can interact via the Internet.***

**NOTE:** Information on this page applies to Winter and Spring online classes.

## You can join the growing number of successful online students if you:

- Possess good, basic computer skills;
- Participate in the discussions and complete the work on time;
- Realize that you are taking a college-level course and will need to be self-reliant and self-motivated to keep on track;
- Have the ability to read assignments carefully and follow written instructions;
- Contact your instructor if you find yourself falling behind.

## What do I need* ?

- A computer with Internet access
- The ability to access your college issued email account (the ability to send and receive emails and attachments)
- A Java and Javascript-enabled Blackboard supported Web browser
- Java: Java Runtime Environment
- A word processing program:
  - MS Word (preferred)

## How do I register for online courses?

Please refer to page 16 for details.

## NEW TO THE CCC ONLINE SYSTEM?

If you have never logged into the Connecticut Community College System, **myCommNet**, please refer to page 14.

## HOW TO ACCESS YOUR ONLINE CLASS(ES)

Go to the Tunxis home page at **tunxis.edu**, click on "Courses & Programs" link and choose "Tunxis Online" and you will see information, instructions and links about accessing your online classes.

## HOW TO OBTAIN BOOKS FOR YOUR ONLINE COURSES

Call the Tunxis Bookstore Infoline **860.773.1335** for details on the purchase of books for online courses.

*** For updated information go to: http://tunxis.edu/distance-learning/user-requirements/**

**Connecticut State Colleges & Universities (CSCU) student support website: http://websupport.ct.edu**

# WHAT IS MyCommNet?

MyCommNet is a web portal that provides information for students, faculty and staff of the Connecticut Community Colleges and provides access to a broad array of personal, academic, and work-related services with a single sign-on. ***You will use your Network ID (NetID) and password to sign on.***

## Network ID (NetID) for STUDENTS:

Your NetID is composed of the following: Your BannerID (without the "@") followed by @STUDENT.COMMNET.EDU

*Example:* A student with a BannerID of @87654321, will have the following NetID: 87654321@STUDENT.COMMNET.EDU

## Network ID (NetID) for STAFF:

Your NetID is composed of: Your BannerID (without the "@") followed by @TXCC.COMMNET.EDU

## What is Your Network ID PASSWORD?

Your ***initial**** password (if you have not logged on to a college computer) will be based on a combination of birth date and social security number as listed below.

1. **First three characters of birth month** (with first letter capitalized)
2. Ampersand character - **&**
3. **Last 4 digits of Social Security Number**

**Example: The initial password for a user with a birth date of 10/24/79 and social security number of 123-45-6789, would be: Oct&6789**

*Otherwise, your **PASSWORD** is your on-campus computer log in.

Students and faculty who have forgotten their password may use the web reset utility at: **http://bor.ct.edu/netid/password.aspx**. You will need to provide the last 4 digits of your Social Security Number, date of birth, and answer to your security question. Staff (other than faculty) must contact the IT Department/Administrative Information Systems.

***Additional NetID information is available at http://bor.ct.edu/netid/netid-faq.asp.***

## How to Apply as a NEW or TRANSFER Student at Tunxis:

### 1 Submit an Application With the $20.00 Application Fee:

Please visit our website at tunxis.edu for a printable version of our application and information about applying online. Or you may obtain a copy of our application at the Admissions Office. All applicants must provide proof of high school completion; a copy of your diploma, GED or transcript is acceptable. A college or university degree from a U.S. institution may be used in lieu of a high school diploma.

### 2 Meet State Immunization Requirements:

State law requires that all full-time and degree/program-enrolled students submit proof of measles, mumps, rubella and varicella (chicken pox) immunity. Students enrolled on a part-time, non-degree basis are exempt from this requirement. You may access a copy of the Immunization Policy and form at tunxis.edu/apply or visit the Admissions Office for more information. The immunization form must be submitted ***prior to registering for classes***.

***The Tunxis Application for Admission and Immunization Forms are printed in the back of this publication.***

### 3 Take the College Academic Placement Assessment — Accuplacer:

All new students must take the college's academic placement assessment, Accuplacer. Please see page 5 for details. Students with previous and appropriate college or university credit in math and English may be exempt. Students may also be exempt from testing based on their SAT or ACT scores. For more information go to tunxis.edu/asc. Your college application should be submitted at least one week prior to testing.

### 4 Register for Courses:

Once your admission file is processed, you will receive information from the Admissions Office regarding dates and times when you may register and select courses. As part of the registration process you will meet with an academic advisor. ***Please note: due to course prerequisites and advising requirements at Tunxis, new students may not register online.***

## How to Apply as a READMIT Student at Tunxis Community College:

Please complete an application and forward it to the Admissions Office at least three days prior to meeting with an advisor. Proof of high school graduation and new state immunization requirements must be met if you wish to enroll in a degree or certificate program. After you submit your readmit application, please see your faculty advisor or contact the Academic Advising/Counseling Office at 860.773.1510 to schedule an advising appointment.

**Please submit an updated application if you previously attended Tunxis and are...**

- **registering for Winter 2015 and didn't attend Tunxis since Winter 2013 or 2014**
- **registering for Spring 2016 and didn't attend Tunxis since Spring 2014**

Readmitting students do not have to pay the application fee again.

**WELCOME BACK!**

## Have QUESTIONS ?

Please contact the **Admissions Office at 860.773.1490** if you have questions or would like to speak with a member of our staff regarding the admissions process.

# REGISTRATION PROCEDURES – SPRING 2016

## CURRENT OR RETURNING STUDENTS

All current or returning Tunxis students are encouraged to make an appointment with their academic advisor as early as possible to identify the courses they need to meet their academic goals. ***You may also log onto my.commnet.edu and process a degree evaluation compliance.*** Appointment sign-up sheets are posted on each faculty advisor's door. Students who wish to speak with an Academic Advising Center advisor/couselor may schedule an appointment by calling 860.773.1510. It is strongly recommended that you register early for the widest selection of available classes.

### IN PERSON REGISTRATION (Refer to the page 19 for a complete listing of registration dates and times.)

1. Ensure that you have met all the necessary prerequisites for the courses you want to take. If not, you must make an appointment with a faculty/academic advisor prior to registering.
2. Complete the registration form. Your signature is required. ***An advisor's signature is ONLY required if you need approval to register for a course.***
3. Make sure all transfer and prerequisite courses are on-file or provide an unofficial copy.
4. If you are not eligible to register for any of your courses, make an appointment to meet with your advisor.
5. Take the completed registration form to the Records Office for processing.
6. Proceed to the Business Office in Founders Hall for payment (required at time of registration).

### WEB REGISTRATION is available 24 hours/7 days per week from 11/2/2015-1/20/2016 – see details below.

**FORMER STUDENTS** who are returning to the College after being away for at least two years must submit an updated readmit application to Admissions. Refer to instructions for "How to Apply as a Readmit Student" on page 15.

## WEB Registration 24 hours/7days a week from: 11/2/15 - 1/20/16.

**NOTE: Full Payment of tuition and fees is REQUIRED at time of registration.**

Students who have previously attended Tunxis Community College within the past two years, and who know their Student ID# have the option of registering via the Web. Students who have not previously attended the College may register at the Records Office after they have completed the admissions process.

**You MUST meet course prerequisites.** Refunds will not be granted based on unmet prerequisites. If you did not take a prerequisite at Tunxis, the WEB registration system will not accept your registration. If you receive a "pre-req. error" while web registering, you may contact the Academic Advising/Counseling Center at 860.773.1510.

Although registering by Web, advisors and counselors are available for academic planning and course selection. Contact Advisors in their Faculty Office, or contact the Academic Advising/Counseling Center at 860.773.1510.

**Instructions:**

1. Go to **http://my.commnet.edu**
2. Login using your NetId and Password
3. Click on the Student Tab
4. Click on Student Self Service Channel
5. Click on "Registration/Schedule"
6. Click on "Class Registration"
7. Select term then submit (follow instructions in step 1 and 2 on that page.)
8. Click on "View Schedule" at bottom of page to confirm registration
9. Follow prompts to initiate payment
10. Logoff from the website

**http://my.commnet.edu**

## HOW TO REGISTER FOR ONLINE COURSES AT TUNXIS

- **Go to tunxis.edu**
- **Select "Courses & Programs"**
- **Select "Tunxis Online"**
- **Select "Enroll in Online Courses"**

Please refer to page 17 for non-resident tuition & fees schedule.

Turn to page 13 for online course info.

# PAYMENT OF TUITION & FEES* – SPRING 2016

## Connecticut Residents Per Semester

| SEMESTER HOURS | TUITION | COLLEGE SERVICES FEE | STUDENT ACTIVITY FEE | TOTAL |
|---|---|---|---|---|
| 1 | $150.00 | $74.00 | $10.00 | $234.00 |
| 2 | $300.00 | $81.00 | $10.00 | $391.00 |
| **3** | **$450.00** | **$87.00** | **$10.00** | **$547.00** |
| 4 | $600.00 | $92.00 | $10.00 | $702.00 |
| 5 | $750.00 | $108.00 | $10.00 | $868.00 |
| **6** | **$900.00** | **$124.00** | **$10.00** | **$1,034.00** |
| 7 | $1,050.00 | $139.00 | $10.00 | $1,199.00 |
| 8 | $1,200.00 | $154.00 | $10.00 | $1,364.00 |
| **9** | **$1,350.00** | **$170.00** | **$10.00** | **$1,530.00** |
| 10 | $1,500.00 | $184.00 | $10.00 | $1,694.00 |
| 11 | $1,650.00 | $201.00 | $10.00 | $1,861.00 |
| **12 or more†** | **$1,800.00** | **$216.00** | **$20.00** | **$2,036.00** |
| Annual Full-time | **$3,600.00** | **$432.00** | **$40.00** | **$4,072.00** |

*The College will accept cash, checks made payable to Tunxis Community College, and/or **Visa, MasterCard, Discover** for the cost of tuition & fees. See payment details at right.*

†Students registering for more than 17 credits will be charged an additional $100.

## Non-resident Per Semester

| SEMESTER HOURS | TUITION | COLLEGE SERVICES FEE | STUDENT ACTIVITY FEE | TOTAL |
|---|---|---|---|---|
| 1 | $450.00 | $222.00 | $10.00 | $682.00 |
| 2 | $900.00 | $243.00 | $10.00 | $1,153.00 |
| **3** | **$1,350.00** | **$261.00** | **$10.00** | **$1,621.00** |
| 4 | $1,800.00 | $276.00 | $10.00 | $2,086.00 |
| 5 | $2,250.00 | $324.00 | $10.00 | $2,584.00 |
| **6** | **$2,700.00** | **$372.00** | **$10.00** | **$3,082.00** |
| 7 | $3,150.00 | $417.00 | $10.00 | $3,577.00 |
| 8 | $3,600.00 | $462.00 | $10.00 | $4,072.00 |
| **9** | **$4,050.00** | **$510.00** | **$10.00** | **$4,570.00** |
| 10 | $4,500.00 | $552.00 | $10.00 | $5,062.00 |
| 11 | $4,950.00 | $603.00 | $10.00 | $5,563.00 |
| **12 or more†** | **$5,400.00** | **$648.00** | **$20.00** | **$6,068.00** |
| Annual Full-time | **$10,800.00** | **$1,296.00** | **$40.00** | **$12,136.00** |

*Students are required to be in-state legal residents for a period of one full year from the date of the first class of the semester to receive the in-state tuition rate. The Admissions Office may require proof of residency.*

†Students registering for more than 17 credits will be charged an additional $100.

**** Tuition and Fees are subject to change, by Connecticut Board of Regents for Higher Education, without notice.***

- Payments should be made to the Business Office, using cash, checks made payable to TCC, and/or ***Visa, MasterCard, Discover***. Please note: ***the College does NOT accept American Express credit cards.***
- Payments may also be made online using your Net ID & ***Visa, MasterCard or Discover*** at my.commnet.edu.
- If you register prior to 12/10/15, the minimum required payment includes all fees. The balance of the applicable full tuition is then due 12/10/15.
- If you register after 12/10/15, the entire amount of tuition and fees is due at time of registration.
- In lieu of full payment at time of registration, acceptable arrangements include:
  1) authorization of Financial Aid by the Financial Aid Office,
  2) an initial payment for the Installment Payment Plan* (three payments: upon sign-up, 2/10/16, 3/2/16),
  3) the applicable Tuition Fee Waiver Form (renewed each semester) presented to the cashiers.

** You may enroll in a payment plan online, or you may arrange to be enrolled in a payment plan by the Business Office in-person. Details are available at tunxis.edu.*

***An additional $5.00 fee is charged to students who register late.***

***Books and supplies are additional costs that must be paid for at the time of purchase.***

## Additional Mandatory Usage Fees

- Laboratory Course Fee ($) ..... $88.00 *Per registration in a designated laboratory course.*
- Studio Course Fee ($$) ..... $94.00 *Per registration in a designated studio course.*
- Clinical Program Fee–Level 1 ..... $301.00 *Per semester (fall and spring only) Level 1 Allied Health programs.*
- Clinical Program Fee–Level 2 ..... $215.00 *Per semester (fall and spring only) Level 2 Allied Health programs.*

***Please see page 18 for more information, including details on Financial Aid.***

## MISCELLANEOUS FEES

| | |
|---|---|
| Academic Evaluation Fee | $15.00 |
| Application Fee | $20.00 |
| CLEP Service Fee (2) | $15.00 |
| Installment Payment Plan Fee | $25.00 |
| Late Payment Fee | $15.00 |
| Late Registration Fee | $5.00 |
| Portfolio Assessment Fee | $100.00 |
| Program Enrollment Fee (1) | $20.00 |
| Replacement of Lost ID Card | $10.00 |
| Returned Check Fee | $25.00 |
| TV Course - per course | $7.25 |

*(1) Not applicable if the student has paid the application fee.*
*(2) Authorized to a max. amount as stated, subject to change based on CLEP fee schedule*

## COLLEGE REFUND POLICY

- Up to 1/20/16 100% of the TUITION paid is refundable.
- From 1/21-2/3/16, 50% of the TUITION paid is refundable.
- After 2/3/16 there is NO REFUND of tuition, laboratory course fee, and studio course fee.

No refund will be given after the above-mentioned dates, except in cases of serious illness or ***EXTRAORDINARY*** circumstances. In such cases, a letter must be sent to the Dean of Administration.

***Refund policies assume all charges on your account have been paid in full. A tuition adjustment for a dropped course may not entitle you to an actual refund check.***
***EXCEPT AS NOTED, ALL FEES ARE NON-REFUNDABLE.***

## FINANCIAL AID: USEFUL INFORMATION (860.773.1422)

The financial aid application process can take 8-12 weeks to complete – please apply early! Tunxis urges all students to apply for financial aid on the internet. Applying online will result in faster and more accurate processing. The step-by-step information below is designed to help you through the application process.

You DO NOT need to own a computer to apply for financial aid online. Access to the internet is available at many public libraries (including the Tunxis library), high schools, adult education centers and community centers.

**IMPORTANT: The Tunxis Financial Aid Office cannot process your financial aid application until you are accepted into a degree or eligible certificate program.** For more program information call the Tunxis Admissions Office 860.773.1490.

**1. GET AN EMAIL ACCOUNT:** The Tunxis Financial Aid Office will use your Office 365 Tunxis email address (prefix@mail.ct.edu.).

**2. APPLY FOR AN FSA ID:** Go to ***fsaid.ed.gov*** to apply for an FSA ID. The FSA ID allows you to "sign" your federal student aid application online. NOTE: If you are a dependent student, a parent will also need to obtain a FSA ID. All students (and parents, if student is dependent) must sign the FAFSA with their own FSA ID. ***Questions? Contact the Federal Student Aid Information Center for assistance: 1.800.433.3243.***

**3. COMPLETE A FAFSA ONLINE APPLICATION:** Go to fafsa.gov to complete a FAFSA online application. Click "Start Here" and follow the prompts using "next" to advance from screen to screen. If you have questions, you can call the student aid helpline 24/7 at 1.800.433.3243. If you completed a FAFSA last academic year, you will have the option to renew using already entered information. If you are completing the FAFSA for the first time, you will be prompted regarding information needed – follow the "hint" on the right side of the screen for each portion of the application. You may print a "FAFSA on the Web Worksheet" to review the questions and be sure that you have all information necessary before you begin. **The federal school code for Tunxis is 009764.** Housing will be either "with parent" or "off campus."

**4. TRACK YOUR AID STATUS:** Go to **my.commnet.edu** to track your aid status. You will be sent an email when the Tunxis Financial Aid Office receives your FAFSA. The email will include instructions for accessing your **my.commnet.edu** account. A second email will be sent if we need additional paperwork/documentation from you to complete your application file. Instructions will be included on how to navigate **my.commnet.edu**. Please provide any outstanding documents to us without delay using email, U.S. Postal Service or by fax (860.606.9745).

**6. LEARN:** To learn more about student aid, visit the college website regarding Tunxis-specific financial aid policies, procedures and student responsibilities; select 'student services', then 'financial aid.'

**7. WITHDRAWALS/DROPS:** ALWAYS check with the financial aid office before you withdraw or drop **any** class.

### Financial Aid for Veterans and Service Members:

Veterans, National Guard members, and Reservists may be eligible for GI Bill benefits, and may also be eligible for the Connecticut tuition waiver. Please contact David Welsh for assistance (860.773.1423).

# ACADEMIC CALENDAR – SPRING 2016

## DECEMBER

02, 09 (W – 9am-4pm) ..... Walk-in Wednesdays for Current, Continuing, Readmitting Students ONLY

## JANUARY

06, 13 (W – 9am-4pm) ..... Walk-in Wednesdays for Current, Continuing, Readmitting Students ONLY
18 (M) ..... **Martin Luther King, Jr. Day Observed – COLLEGE CLOSED – NO CLASSES**
19 (T – 10am-6pm) ..... Final/In-person/Late Registration (ALL Students)
20 (W) ..... Registration Ends for Current, Continuing, Readmitting Students ONLY
20 (W – by midnight) ..... Web Registration Ends
20 (W – by 5pm) ..... Last Day to Drop a Course With 100% Tuition Refund (via Web – by Midnight)
21 (R) ..... *FIRST DAY OF CLASSES*
21 (R – 8:30am-5pm) ..... Add/Drop/Late Registration – prior to class meeting for 3 hours (Current & Returning Students ONLY) – Late fee applies
22 (F – 10am) ..... Senior Citizen Registration – Counseling Office
22 (F – 8:30am-4pm) ..... Add/Drop/Late Registration – prior to class meeting for 3 hours (Current & Returning Students ONLY) – Late fee applies
25-27 (M-W – 8:30am-5pm) ..... Add/Drop Registration – prior to class meeting for 3 hours (Current & Returning Students ONLY) – Late fee applies
27 (W – by 5pm) ..... Last Day to Register for an Online Course – In-person or by Fax ONLY

## FEBRUARY

03 (W – by 5pm **) ..... Last Day to Drop a Course With 50% Tuition Refund and No Transcript Notation
12 (F) ..... **Lincoln's Birthday Observed – COLLEGE CLOSED – NO CLASSES**
15 (M) ..... **Presidents' Day Observed – COLLEGE CLOSED – NO CLASSES**
17 (W – by 5pm) ..... Last Day to Declare Audit Status – Records Office

## MARCH

01 (T – by 5pm) ..... Last Day to Apply for June 1 Graduation
21-24 (M-R) ..... **Semester Break – COLLEGE OPEN – NO CLASSES**
25 & 26 (F & S) ..... **Semester Break – COLLEGE CLOSED – NO CLASSES**
28 (M) ..... Classes Resume
30 (W) ..... Last Day to Make Up Incomplete Grade from Fall 2015 and Winter 2015

## APRIL

20 (W – by 5pm **) ..... Last Day to Withdraw from Semester Length Course* with Transcript Notation of "W" (Withdrawal dates for one- and two-credit courses differ; see Records Office for dates.)

## MAY

05 (R) ..... Reading Day – **COLLEGE OPEN – NO CLASSES**
16 (M) ..... *LAST DAY OF CLASSES*
30 (M) ..... **MEMORIAL DAY – COLLEGE CLOSED – NO CLASSES**

## JUNE

01 (W – 6:30pm) ..... Commencement – Class of 2016

* No Refunds ** via Web – by Midnight

**PLEASE NOTE:** Registration is Ongoing for Current, Continuing, and Readmit Students during the months of November and December (in-person hours: 8:30 a.m. to 5 p.m. Monday-Thursday, No Fridays). Requires Advisor approval. Please call 860.773.1510 for an Advising Appointment.

**NEW STUDENT REGISTRATION** is by invitation or by attending In-person/Late Registration. Contact the Admissions Office for more details 860.773.1500.

# CREDIT COURSES – SPRING 2016

| CRN | DAY(S) | TIME | INSTRUCTOR |
|---|---|---|---|

## ACCOUNTING

### ACC*100 Basic Accounting — 3 credits

An introduction to basic accounting concepts and principles, with an emphasis on their practical application to recording, classifying, and summarizing financial information that flows within a business enterprise. The accounting cycle is examined; along with such areas as sales, purchases, cash, receivables, and payroll. This course is recommended for all students who wish to pursue a degree in accounting and have not taken accounting courses at the high school or college level. *Students who have had prior accounting courses and/or have worked in accounting positions should take Principles of Financial Accounting (ACC*113). (Elective Type: G) (Ability Assessed: 7)*

1002 ..... M/W ..... 10:00-11:15A ..... Staff
1004 ..... ONLINE ..... Staff
1629 ..... T ..... 6:30-9:10P ..... Staff

***NOTE: CRN #1629 is taught at Plainville High School.***

### ACC*113 Principles of Financial Accounting — 3 credits

Basic concepts and practice of accounting and its role in the economic decision-making process. Topics include the financial statement preparation process for balance sheets; income statements; accounting for cash; receivables; inventories; plant and intangible assets, liabilities and stockholders' equity. *Prerequisites: placement into Elementary Algebra Foundations (MAT*095) or appropriate placement test score, AND C- or better in Integrated Reading and Writing I (ENG*065) or placement into Introduction to College English (ENG*096) or appropriate placement test score, OR C- or better in Basic Accounting (ACC*100) OR permission of Department Chair. (Elective Type: G) (Ability Assessed: 7)*

1005 ..... M/W ..... 8:30-9:45A ..... Lardie
1006 ..... M/W ..... 11:30A-12:45P ..... Lardie
1007 ..... T/R ..... 10:00-11:15A ..... Lardie
1008 ..... W ..... 6:30-9:10P ..... Staff
1009 ..... ONLINE ..... Staff

1610 ..... ONLINE ***(Class runs from Jan. 25 thru Mar. 11)*** ..... Staff

***NOTE: CRN #1610 is a condensed 7-week class. Complete your Business Administration course requirements in half the time with this new seven-week online class! This course offers the same intensity of work as a summer course.***

### ACC*117 Principles of Managerial Accounting (a) — 3 credits

The use of accounting data by managers for planning and controlling business activities is covered. Topics include cost accounting systems; cost behavior relationships; capital expenditure decision-making; budgeting; and variance analysis. *Prerequisite: C- or better in Principles of Financial Accounting (ACC*113). (Elective Type: G) (Ability Assessed: 7)*

1010 ..... M/W ..... 2:30-3:45P ..... Staff
1011 ..... T ..... 6:30-9:10P ..... Staff
1012 ..... ONLINE ..... Staff

### ACC*123 Accounting Software Applications (a) — 3 credits

Examination of general accounting applications as they apply to computerized financial records for each step of the accounting cycle to the completion of financial statements, as well as management accounting applications. *Prerequisite: C- or better in Basic Accounting (ACC*100) or Principles of Financial Accounting (ACC*113) or permission of Program Coordinator.*

1013 ..... R ..... 6:30-9:10P ..... Staff

The courses in this schedule are grouped by subjects that are listed alphabetically. Within each subject group, the courses are listed in numerical order from lowest to highest.

Courses designated with codes from 001-099 do not satisfy discipline requirements or count as an elective in any degree program; neither do its credits count toward requirements for graduation. Courses numbered 100-199 are considered first-year courses. Courses numbered 200 or higher are considered second-year courses.

**ELECTIVES**: Within an academic program, courses are either required or elective. Elective courses fall into broad subject areas of study in the liberal arts and sciences. These broad subject areas are the humanities, the natural sciences and the social sciences.

**GENERAL ED REQUIREMENTS**: In addition, all degree programs have specific general education requirements. General education requirements assure that students have exposure to a range of courses in specific areas of the curriculum. The general education requirements are grouped into six modes. The general education modes and courses can be found in the College catalog.

## NOTES...

(a) Indicates that prerequisite or co-requisite to courses as listed in the course description must be met prior to registering.

(b) Student must attend laboratory, clinic, clinic seminar or computer component associated with this course. This component may/may not require additional time outside scheduled class.

(d) Developmental courses do not satisfy English Mathematics credit requirements and cannot be counted as college credit for graduation or for transfer to another institution. Student will not be allowed to take credit level English/Mathematics while enrolled in these courses.

(e) Course may not satisfy degree or certificate program requirement. See course description.

($) Additional Fee for Lab course.

($$) Additional Fee for Studio course.

| CRN | DAY(S) | TIME | INSTRUCTOR |
|---|---|---|---|

**ACC*271 Intermediate Accounting I** (a) **3 credits**
Introduction to financial statement analysis. Intensive study of classification and evaluation of current assets. *Prerequisite: C- or better in Principles of Financial Accounting (ACC*113). (Elective Type: G) (Ability Assessed: 7)*

1014 .....ONLINE .....Staff

**ACC*272 Intermediate Accounting II** (a) **3 credits**
Study of non-current assets, analysis of total equity classification, and application of funds-flow reporting are examined. *Prerequisite: C- or better in Intermediate Accounting I (ACC*271). (Elective Type: G) (Ability Assessed: 2)*

1015 .....M .....6:30-9:10P ..... Lardie

## ANTHROPOLOGY

**ANT*101 Introduction to Anthropology** (a) **3 credits**
Exploration of the diversity of the human community including the search for human origins. Focus is on the cultural evolution of man, lost civilizations, archaeology, and the societies and cultures of nonwestern peoples. How the traditional ways of life of hunter-gatherers, pastoral nomads and tribal cultivators are being challenged by present-day technological advancements is also explored. The student's awareness of cross-cultural diversity in a global context, and understanding of how human societies came to be formed, will be broadened. *Prerequisites: C- or better in Integrated Reading and Writing I (ENG *065); OR placement into Integrated Reading and Writing II (ENG*075) OR Introduction to College Reading and Writing (ENG*093) or Introduction to College English (ENG*096) or Reading & Writing VI (ESL*162), or placement into Composition (ENG*101). (Elective Type: G/LA/SS) (Ability Assessed: 10)*

1016 .....M/W .....11:30A-12:45P .....Staff

**ANT*145 The Pueblo Indians** **3 credits**
Deals with the experiences of the twenty Pueblo tribes, both currently and in the past. Against this backdrop, the course will focus on five of the tribes which are located in Arizona and western and central New Mexico: the Hopi, Zuni, Acoma, Laguna, and the Taos. Through filmed interviews and selected readings, the course will offer a multi-faceted study of Pueblo religion and religious ceremonies, psychology, history, language, and literature, daily life, health care, and artistic expression. *(Elective Type: G/LA/SS) (Ability Assessed: 10)*

1558 .....ONLINE .....Staff

**ANT*205 Cultural Anthropology** (a) **3 credits**
An introduction to the cross-cultural study of human behavior and society. Focus will be on enculturation, marriage and family, kinship and descent, gender, community organization, economic institutions, political organization, religion, art, globalization, and change. *Prerequisites: C- or better in either Introduction to Anthropology (ANT*101) OR Principles of Sociology (SOC*101), OR permission of Department Chair. (Elective Type: G/LA/SS) (Ability Assessed: 10)*

1018 .....M/W .....1:00-2:15P .....Staff

## ART/PHOTOGRAPHY ($$ = additional studio fee applies)

**ART*100 Art Appreciation** **3 credits**
Focus on cultural influence and evolutionary changes in art media as they affect painting, sculpture, architecture, and the minor arts. This course does not fulfill degree requirements for Graphic Design or Visual Fine Arts. *(Note: Field trips may be required by the instructor.) (Elective Type: FA/G/HU/LA) (Ability Assessed: 1)*

# PLAN IT! WORK IT!

If your goal is to transfer and/or earn an associate degree or certificates, you need to talk with an academic advisor. An academic advisor will help you plot your course work.

If you're able to follow a specific plan of courses, you may also qualify to take advantage of guaranteed transfer admission programs.

So don't just wander through this course schedule randomly choosing classes –
**plan your work, then work your plan!**

**Academic Advising Center: 860.773.1510**

***THE COLLEGE MAKES EVERY EFFORT TO MAINTAIN THE SCHEDULE OF COURSES AS LISTED IN THIS PUBLICATION. HOWEVER, COURSE OFFERINGS ARE SUBJECT TO CHANGE.***

***GO TO MY.COMMNET.EDU FOR A COMPLETE, UP-TO-THE MINUTE LISTING OF COURSES.***

***ROOM ASSIGNMENTS WILL BE POSTED ON CAMPUS THE FIRST DAY OF CLASSES: FRIDAY, JANUARY 21 or MAY BE ACCESSED AT TUNXIS.EDU/COURSES.***

***NO CONFIRMATION OF YOUR REGISTRATION IS MAILED BY THE COLLEGE. UNLESS YOU ARE CONTACTED OTHERWISE, ATTEND THE FIRST CLASS SESSION AS SCHEDULED.***

| CRN | DAY(S) | TIME | INSTRUCTOR |
|---|---|---|---|
| 1019 | M/W | 8:30-9:45A | DeNegre |
| 1020 | T/R | 1:00-2:15P | Staff |
| 1021 | W | 6:30-9:10P | Staff |
| 1022 | ONLINE | | Garside, C. |
| 1023 | ONLINE | | Staff |
| 1024 | ONLINE | | Staff |

**ART*101 Art History I** **3 credits**

Study of the major historical periods in Western Civilization. Prehistoric; Ancient; Classical; Early Christian; and Byzantine painting, sculpture, architecture, and the minor arts are examined and analyzed according to art principles and the societies from which they emanate. *Museum trips are required. (Elective Type: FA/G/HU/LA) (Ability Assessed: 1)*

| | | | |
|---|---|---|---|
| 1025 | M/W | 10:00-11:15A | Staff |
| 1026 | ONLINE | | Staff |

**ART*102 Art History II** **3 credits**

An extensive study of art through the major periods in Western Civilization. Medieval; Renaissance; Mannerist; Baroque; Rococo; and Modern painting, sculpture, architecture, and the minor arts are examined and analyzed according to art principles and the societies from which they emanate. *Museum trips are required. (Elective Type: FA/G/HU/LA) (Ability Assessed: 1)*

| | | | |
|---|---|---|---|
| 1027 | M/W | 5:00-6:15P | Staff |
| 1028 | ONLINE | | Staff |

**ART*103 Art History III** **3 credits**

An in-depth look at one of the most dynamic periods in the history of art as they trace the radical changes that occurred in the visual arts from the late 19th century through the post-World War II era. Emphasis will be placed upon the major artists, works, and theories of this period. *(Elective Type: FA/G/HU/LA) (Ability Assessed: 1)*

| | | | |
|---|---|---|---|
| 1029 | T/R | 3:00-4:15P | Staff |

**ART*109 Color Theory** ($$) **3 credits** (2 lecture/2 studio)

Exploration and study of color relationships as they apply to diverse media. Investigation of the color wheel and other various applied color schemes. Study of the visual, psychological, and emotional effect color has in our world. Color is examined through fine art, interior design, graphic presentations, industrial applications, and commercial use. *(Elective Type: FA/G/HU) (Ability Assessed: 1)*

| | | | |
|---|---|---|---|
| 1030 | T/R | 1:00-2:40P | Garside, C. |

**ART*111 Drawing I** ($$) **3 credits** (2 lecture/2 studio)

Students develop an understanding of perception through observational techniques as well as drawing from imagination. Emphasis is on the consideration of line, shape, form, texture, movement, and space. *(Elective Type: FA/G/LA) (Ability Assessed: 1)*

| | | | |
|---|---|---|---|
| 1031 | M/W | 1:00-2:40P | Staff |
| 1032 | M/W | 5:30-7:10P | Staff |
| 1033 | T/R | 9:00-10:40A | Staff |
| 1034 | T/R | 11:00A-12:40P | Garside, C. |
| 1035 | T/R | 11:00A-12:40P | Kluba |
| 1036 | T/R | 3:00-4:40P | Staff |
| 1559 | T/R | 7:30-9:10P | Staff |

# STUDENT EXPECTATIONS

In the courses offered by Tunxis Community College students may be required to use the computer and the internet to access course materials, complete assignments, and take tests. Written assignments should be word processed. Computers are available for student use in the library and the open computer lab. The college offers credit courses in keyboarding and word processing as well as workshops and assistance in the use of computer technology.

Some assignments may involve field trips or work in groups that may require time commitment outside of regular scheduled class hours. Assignments may also require oral or visual presentations. The specific requirements of the course will be stated in the course outline.

Students should expect to spend considerable time outside of class completing assignments and studying. Depending on the course and other factors, for every hour in class, students should plan on spending two, three, or more hours outside of class on homework and studying. (For example, for a 3 credit course, you should expect to spend 9 hours of study time in addition to the 3 hours of class time per week.)

## NOTES...

(a) Indicates that prerequisite or co-requisite to courses as listed in the course description must be met prior to registering.

(b) Student must attend laboratory, clinic, clinic seminar or computer component associated with this course. This component may/may not require additional time outside scheduled class.

(d) Developmental courses do not satisfy English Mathematics credit requirements and cannot be counted as college credit for graduation or for transfer to another institution. Student will not be allowed to take credit level English/Mathematics while enrolled in these courses.

(e) Course may not satisfy degree or certificate program requirement. See course description.

($) Additional Fee for Lab course.

($$) Additional Fee for Studio course.

## CREDIT COURSES – SPRING 2016

| CRN | DAY(S) | TIME | INSTRUCTOR |
|---|---|---|---|

**ART*112 Drawing II** (a)($$) **3 credits** (2 lecture/2 studio)
An advanced-level drawing course, Drawing II emphasizes composition, materials, personal expression, and an understanding of drawing history in relation to contemporary issues of drawing. Projects are designed to enhance the quality of handling materials within a given format. Creative problem-solving techniques are discussed and applied. *Prerequisite: C- or better in Drawing I (ART*111). (Elective Type: FA/G/LA) (Ability Assessed: 1)*

1037 ..... M/W ..... 11:00A-12:40P ..... Staff
1038 ..... T/R ..... 5:30-7:10P ..... Staff

**ART*122 3-D Design** ($$) **3 credits** (2 lecture/2 studio)
Introduces the student through studio work to the fundamentals of visual design. Assigned problems include explorations of three-dimensional application of line, texture, surface, tone, space, composition, and optics. *(Elective Type: FA/G/LA) (Ability Assessed: 1)*

1039 ..... M/W ..... 9:00-10:40A ..... Staff
1040 ..... T/R ..... 3:00-4:40P ..... Staff

**ART*139 Digital Photography for Non-Photo Majors** ($$) **3 credits** (2 lecture/2 studio)
An introduction to the digital photography environment for non-photo majors. This course will include basic instruction in camera functions such as shutter speed and aperture as they relate to photographic image making. In addition to basic photographic skill building, the course will cover digital specific topics including image editing software and workflow. Strategies for image processing will be taught with an emphasis on utilizing a streamlined workflow from image capture to output. *(Elective Type: FA/G/HU) (Ability Assessed: 1)*

1043 ..... T/R ..... 9:00-10:40A ..... Staff

**ART*141 Photography I** ($$) **3 credits** (2 lecture/2 studio)
Introduction to the fundamental operations of the single-lens reflex camera with black & white photographic materials. Darkroom techniques are explored through lecture, demonstration, and assignment. Students will photograph, process negatives, and print enlargements of their own work. Emphasis will be placed on proper camera and darkroom techniques. *(Elective Type: FA/G/HU) (Ability Assessed: 1)*

1044 ..... M/W ..... 9:00-10:40A ..... Staff
1045 ..... M/W ..... 1:00-2:40P ..... Staff
1047 ..... T/R ..... 7:30-9:10P ..... Staff

***NOTE: Photography I students are required to have a 35mm camera with full manual capabilities.***

**ART*142 Photography II** (a)($$) **3 credits** (2 lecture/2 studio)
In this extension of Photography I, students can expand into more advanced, experimental and individual work in black & white photography. Exploring the creative potential of the medium, students will explore various speed black & white printing including hand-coloring, surfacing, toning and various darkroom alterations. Large-format cameras are introduced and used to photograph studio setups. *Prerequisite: C- or better in Photography I (ART*141). (Elective Type: FA/G/HU) (Ability Assessed: 1)*

1048 ..... M/W ..... 11:00A-12:40P ..... Staff

**ART*151 Painting I** (a)($$) **3 credits** (2 lecture/2 studio)
Introduction to studio painting techniques, applications, materials and theory. Observational painting from direct sources is the primary focus. Assignments

### ELECTIVE TYPES:

*AH = Art History*
*E = English*
*FA = Fine Arts*
*FL = Foreign Language*
*G = General*
*HI = History*
*HU = Humanities*
*LA = Liberal Arts*
*M = Mathematics*
*S = Science*
*SS = Social Sciences*

***GO TO MY.COMMNET.EDU FOR A COMPLETE, UP-TO-THE MINUTE LISTING OF COURSES.***

## WHAT CAN YOU DO WITH A DEGREE IN FINE ARTS?

**Sample Careers for Art Majors**

Artist
Entrepreneur
Printmaker
Photographer
Conservator
Curatorial Assistant
Public Relations (museum, art gallery)
Exhibit Designer
Archivist Registrar (museum)
Art Therapist
Writer/Critic
Art Agent/Consultant
Art Transporter or Handler
Framer
Medical Illustrator
Art Supply Salesperson

**Contact Carianne Garside, Arts/Media Department Chair 860.773.1647**

| CRN | DAY(S) | TIME | INSTRUCTOR |
|---|---|---|---|

cover progressive skill levels from basic to refined interpretations of subject matter. Painting history is incorporated into discussions and class evaluations. *Prerequisite: C- or better in Drawing II (ART*112) AND Design Principles (GRA*101), OR permission of Program Coordinator. (Elective Type: FA/G/LA) (Ability Assessed: 1)*

1049 .....F .....9:00A-12:40P ..... Kluba

***NOTE: CRN #1049 and CRN #1050 are taught together in the same classroom.***

**ART*152 Painting II** (a)($$) **3 credits** (2 lecture/2 studio)

A continuation of Painting I with a strong emphasis on serial images, expressive paint handling, compositional structure and content. Personal development of ideas is encouraged through class assignments and critiques. *Prerequisite: C- or better in Painting I (ART*151). (Elective Type: FA/G/LA) (Ability Assessed: 1)*

1050 .....F .....9:00A-12:40P ..... Kluba

***NOTE: CRN #1050 and CRN #1049 are taught together in the same classroom.***

**ART*155 Watercolor I** (a)($$) **3 credits** (2 lecture/2 studio)

An introduction to watercolor, this course involves the study of equipment, painting surfaces, and painting techniques. *Prerequisite: C- or better in Drawing I (ART*111). (Elective Type: FA/G/LA) (Ability Assessed: 1)*

1051 .....M/W .....9:00A-10:40P .....Staff

***NOTE: CRN #1051 and CRN #1052 are taught together in the same classroom.***

**ART*156 Watercolor II** (a)($$) **3 credits** (2 lecture/2 studio)

This course is a continuation of Watercolor I involving further studio exploration of painting surfaces and techniques with emphasis upon color mixes, values, arrangements, and schemes. *Prerequisites: C- or better in Drawing I (ART*111) and C- or better in Watercolor I (ART*155). (Elective Type: FA/G/HU/LA) (Ability Assessed: 1)*

1052 .....M/W .....9:00A-10:40P .....Staff

***NOTE: CRN #1052 and CRN #1051 are taught together in the same classroom.***

**ART*205 History of Photography** **3 credits**

Surveys the history of photography from its inception in 1839 to the present. Examines major photographic artists, movements in photography, technical developments in the medium, and the relationships between photography and the historical and cultural contexts in which it is developed. *(Elective Type: FA/G/HU) (Ability Assessed: 1)*

1053 .....ONLINE .....Staff

**ART*211 Drawing III** (a)($$) **3 credits** (2 lecture/2 studio)

An extension of Drawing II, this course moves into evolved image-making with numerous materials, including pastels, watercolors, and collage. The subjective information will address narrative, serial, and large- and small-scale issues. Various drawing formats will be discussed and applied within the student's personal stylistic direction. *Prerequisite: C- or better in Drawing II (ART*112). (Elective Type: FA/G/LA) (Ability Assessed: 1)*

1054 .....T/R.....1:00-2:40P ..... Kluba

**ART*215 Illustration** (a)($$) **3 credits** (2 lecture/2 studio)

Problems in illustration are presented to introduce the student to the many facets of the illustration field. Print illustration, book illustration, catalog illustration, and web illustration are a few of the topics covered in this class. Digital and 3-D computer illustration will be presented as alternatives to traditional illustration techniques. Processes involved during the course are as followed but not limited

# UCONN GUARANTEED ADMISSIONS PROGRAM

The Guaranteed Admission Program (GAP) is an agreement between the Connecticut Community College System and the University of Connecticut, designed for students who enroll in a Liberal Arts program at one of Connecticut's community colleges. Students who plan to continue their studies to earn a bachelor's degree in Liberal Arts and Sciences, Agriculture, Health and Natural Resources or Business are guaranteed admission to the University of Connecticut once the associate degree has been earned, appropriate courses have been completed, and minimum grades and requirements for the selected program have been achieved. Advisors from individual community colleges and UConn meet with Guaranteed Admission Program students throughout their community college careers, helping their eventual transition to the University.

Students wishing to enroll in the Guaranteed Admission Program must be matriculated in the Liberal Arts transfer program at one of the Connecticut community colleges. To participate in this program, students must apply to the GA Program before they have accrued 30 transferable credits. All interested Tunxis students should contact the Academic Advising Center for further information and assistance in selecting courses that will meet both community college and UConn degree requirements.

**CONTACT**
**ACADEMIC ADVISING CENTER**
**860.773.1510.**

| CRN | DAY(S) | TIME | INSTRUCTOR |
|---|---|---|---|

to: Scratchboard, watercolor, ink, fine acrylic, gouache, colored pencil, and pastel. *Prerequisite: C- or better in Drawing II (ART*112). (Elective Type: FA/G/HU) (Ability Assessed: 1)*

1055 .....M/W .....1:00-2:40P .....Staff

**ART*220 Electronic Painting and Drawing** (a)($$)
**3 credits** (2 lecture/2 studio)
Designed for either Fine Art or Graphic Design majors focused on creative interpretation of art forms with the program Painter on the computer. Projects cover a broad range of subject matter from the representational to creative abstraction. Emphasis is on compositional arrangement, color, form, and creative use of Painter's tools and palettes. Completed projects are printed on high-end ink jet printers. *Prerequisite: C- or better in Drawing I (ART*111). (Elective Type: FA/G/HU) (Ability Assessed: 1)*

1056 .....M/W .....11:00A-12:40P .....Staff
***NOTE: CRN #1556 and CRN #1570 are taught together in the same classroom.***

**ART*221 Electronic Painting and Drawing II** (a)($$)
**3 credits** (2 lecture/2 studio)
An advanced course in computer art imaging that increases the students' abilities in producing computer images that demonstrate greater technical skills, advanced form construction, narrative image making, personal style, and content. Professional artists are discussed through their respective works and analyzed for their specific content and technique. Projects are oriented towards large scale with thematic structures, and a framework of consistent ideas. Electronic collage is a featured aspect of this course. *Prerequisite: C- or better in Electronic Painting and Drawing (ART*220). (Elective Type: G/LA) (Ability Assessed: 1)*

1057 .....M/W .....11:00A-12:40P .....Staff
***NOTE: CRN #1057 and CRN #1056 are taught together in the same classroom.***

**ART*243 Studio Photography I** (a)($$) **3 credits** (2 lec./2 std.)
In this study of the diverse variations and applications of lighting, studio strobes, flash, reflectors, tungsten, and natural-lighting situations will be examined. Combinations of various techniques and environments will also be explored. Exercises range from portraiture to experimental work. *Prerequisite: C- or better in Photography I (ART*141). (Elective Type: FA/G/HU) (Ability Assessed: 1)*

1058 .....T/R .....1:00-2:40P .....Staff
***NOTE: CRN #1058 and CRN #1060 are taught together in the same classroom.***

**ART*246 Photographic Image Development** (a)($$)
**3 credits** (2 lecture/2 studio)
This culminating course in the photography program emphasizes stylistic and content development. The final result of the course will be a portfolio of work presented in a professional manner. Focus will be on individual concepts and ideations. *Prerequisites: C- or better in Studio Photography I (ART*243) AND C- or better in Photography II (ART*142). (Elective Type: FA/G/HU) (Ability Assessed: 1)*

1059 .....T/R .....11:00A-12:40P .....Staff

**ART*248 Object and Portrait Photography** (a)($$)
**3 credits** (2 lec./2 std.)
An advanced photographic lighting course specializing in photographing objects and portraits in the professional studio environment. The course is based on creating quality photographic images in the studio through controlled lighting conditions and visual styling techniques. Technical understanding and personal style are primary concerns in creating visual images in the photographic medium.


Barnes-Franklin

*Visit the Barnes-Franklin Gallery in the 600 building.*

**GALLERY HOURS**
Monday–Thursday:
9:00 a.m.-8:00 p.m.
• *also by appointment* •

**Contact Arthur Simoes, Art Gallery Coordinator**
**asimoes@tunxis.edu**


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| CRN | DAY(S) | TIME | INSTRUCTOR |
|---|---|---|---|

*Prerequisites: C- or better in Photography I (ART*141) AND C- or better in Studio Photography I (ART*243). (Elective Type: FA/G/HU) (Ability Assessed: 1)*

1060 .....T/R.....1:00-2:40P .....Staff

***NOTE: CRN #1060 and CRN #1058 are taught together in the same classroom.***

**ART*250 Digital Photography** (a)($$) **3 credits** (2 lec./2 std.)

A course completely devoted to the photographic digital environment. The digital camera will be used as the primary tool to photograph all subject matter. Digital output, scanning, and file management are concerns that are addressed and detailed within the course content. Students will learn to control the digital camera and peripherals to attain the best results with the digital photograph. All normal circumstances of photography (lighting, etc.) are applied to the digital environment. *Prerequisite: C- or better in Photography I (ART*141) OR permission of Program Coordinator. (Elective Type: FA/G/HU) (Ability Assessed: 1)*

1061 .....M/W .....5:30-7:10P .....Staff

## ASTRONOMY ($ = additional lab fee applies)

**AST*111 Introduction to Astronomy** (a)(b)($) **4 credits**

Descriptive overview of the origin and evolution of the universe; historical evolution of our earth and moon and other planets and satellites in our solar system. Understanding our sun and basic concepts of nuclear processes fueling the sun and other stars in the Milky Way as well as distant galaxies; and study of cosmology. Descriptive and historical principles are emphasized. Lecture and laboratory. *Prerequisite: C- or better in Pre-Algebra & Elementary Algebra (MAT*085) or Introductory Algebra (MAT*094) or Elementary Algebra Foundations (MAT*095) or placement into Intermediate Algebra (MAT*137). (Elective Type: G/LA/S) (Abilities Assessed: 8, 9)*

1062 .....M/W .....5:00-6:15P ..... Hadley
1063 .....W (Lab)($) .....6:30-8:17P .....Staff

## BIOLOGY ($ = additional lab fee applies)

***NOTE: Students must select a corresponding lab. If two labs are listed, students must select one of the two labs offered.***

**BIO*111 Introduction to Nutrition** (a) **3 credits**

Investigates the principles of nutrition with respect to basic body needs, the scope of nutrients and foods satisfying those needs, and the results that can be expected in terms of human health when nutrient intake is adequate, deficient, or excessive. *Prerequisite: C- or better in Integrated Reading & Writing II (ENG*075 or Introduction to College Reading & Writing (ENG*093) or Introduction to College English (ENG*096) or Reading & Writing VI (ESL*162); or placement into Composition (ENG*101). (Elective Type: G/LA/S) (Ability Assessed: 8)*

1064 .....M/W .....3:30-4:45P .....Staff
1065 .....M .....6:30-9:10P .....Staff
1066 .....F .....9:00-11:40A..... Himmel
1067 .....ONLINE ..... Sullivan, R.

**BIO*115 Human Biology** (a)(b)($) **4 credits**

Emphasizes basic human physiology and provides students with an understanding of the human body in health and disease. Aids students in coping with particular health concerns. Attention is drawn to such environmental problems as the relationship between sunlight and skin cancer and the ecological effects of biotechnology. No dissection is required. This one semester course cannot be used to fulfill prerequisites for advanced biology courses. *Prerequisite: C- or better in Integrated Reading & Writing II (ENG*075) or Introduction to College Reading*

# TUNXIS ADVISING AND COUNSELING SERVICES

### INDIVIDUAL COUNSELING

Confidential* solution-focused brief counseling is available for a variety of personal issues.

### SUPPORT GROUPS

Confidential* counseling groups are developed by need or request to address mental issues or personal growth goals.

### CAREER COUNSELING

Appointments for career counseling can be made to assist students in understanding career options, choosing or changing a major, or developing the skills necessary for career advancement. Career testing and interpretation is also available.

### ACADEMIC ADVISING

The Academic Advising staff also assist students with course selection and planning, placement test interpretation, schedule planning and promoting healthy study habits.

**Contact The Academic Advising Center 860.773.1510**

**Confidentiality does have limitations and does not apply in the following circumstances: if a student discloses knowledge of child abuse; disabled person or elder abuse; you are assessed to be a danger to yourself or someone else; ordered by law; and if directed by you to disclose information.*

| CRN | DAY(S) | TIME | INSTRUCTOR |
|---|---|---|---|

*& Writing (ENG*093) or Introduction to College English (ENG*096) or Reading & Writing VI (ESL*162); or placement into Composition (ENG*101). (Elective Type: G/LA/S) (Ability Assessed: 8)*

| | | | |
|---|---|---|---|
| 1068 | M/W | 11:30A-12:45P | Staff |
| 1069 | M (Lab)($) | 9:15-11:05A | Staff |
| 1070 | M (Lab)($) | 1:00-2:50P | Staff |
| 1071 | M | 6:30-9:10P | Staff |
| 1073 | W (Lab)($) | 7:30-9:17P | Staff |
| 1074 | OLCR | | Staff |

***OLCR=Online with Campus Requirements.***
***On campus exam dates: 2/22, 3/28, 4/18, 5/16 (5:00-6:15P).***

| | | | |
|---|---|---|---|
| 1075 | M (Lab)($) | 6:30-8:25P | Staff |

**BIO*121 General Biology I** (a)(b)($) **4 credits**

Study of the physical and chemical nature of the cell, including biochemistry, photosynthesis, and cellular respiration. Additional focus on topics of cell division, genetics, and understanding of DNA and RNA processes. *Prerequisites: C- or better in Composition (ENG*101) AND C- or better in Concepts of Chemistry (CHE*111) or General Chemistry I (CHE*121). (Elective Type: G/LA/S) (Abilities Assessed: 8, 9)*

***NOTE: Transferred BIO*115 and Biology classes with no lab or online lab component are not a substitute for this course at Tunxis.***

| | | | |
|---|---|---|---|
| 1076 | T/R | 8:30-9:45A | Laskowski |
| 1077 | T (Lab)($) | 10:00A-12:50P | Staff |
| 1078 | R (Lab)($) | 10:00A-12:50P | Staff |
| 1079 | T/R | 1:00-2:15P | Laskowski |
| 1080 | T (Lab)($) | 2:30-5:20P | Staff |
| 1081 | R (Lab)($) | 2:30-5:20P | Staff |
| 1082 | T/R | 5:00-6:15P | Staff |
| 1083 | T (Lab)($) | 6:30-9:20P | Staff |
| 1084 | R (Lab)($) | 6:30-9:20P | Staff |

**BIO*122 General Biology II** (a)(b)($) **4 credits**

A comparative study of systems, covering specific organisms in the five major Kingdoms: Monera, Fungi, Protists, Plants, and Animals. Emphasis on taxonomy, diversity of life, and the evolution of systems as manifested by the influences of genetics and the environment. *Dissection is required. Prerequisite: C- or better in General Biology I (BIO*121). (Elective Type: G/LA/S) (Ability Assessed: 8)*

| | | | |
|---|---|---|---|
| 1085 | W/F | 8:30-9:45A | Staff |
| 1086 | F (Lab)($) | 10:00A-12:50P | Staff |

**BIO*211 Anatomy and Physiology I** (a)(b)($) **4 credits**

The structure and function of the human body will be discussed in depth for each of the organ systems. Physiology will be presented from a biochemical and organ point of view. *Prerequisites: C- or better in General Biology I (BIO*121). (Elective Type: G/LA/S) (Ability Assessed: 8)*

| | | | |
|---|---|---|---|
| 1089 | M/W | 5:00-6:15P | Laskowski |
| 1090 | W (Lab)($) | 6:30-9:20P | Staff |
| 1087 | T/R | 1:00-2:15P | Staff |
| 1088 | R (Lab)($) | 2:30-5:20P | Staff |

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# CAREER SERVICES

At Tunxis, students are encouraged to explore occupational objectives and opportunities. Trained counselors assist in these career-planning efforts by offering a wide variety of resources including assessments to evaluate skills, values and personality, online employment databases and résumé handbooks, and job search and interviewing strategies. Students are provided with opportunities to explore career options and to assess their interests. This supportive process helps them to clarify their educational and career goals.

**Contact Kimberly James, Director of Career Services, 860.773.1504**

## CREDIT COURSES – SPRING 2016

| CRN | DAY(S) | TIME | INSTRUCTOR |
|---|---|---|---|
| 1091 | T | 6:30-9:10P | Smith, R. |
| 1092 | R (Lab)($) | 6:30-9:20P | Staff |
| 1093 | W | 10:00A-12:40P | Laskowski |
| 1094 | F (Lab)($) | 10:00A-12:50P | Staff |
| 1095 | F | 11:00A-1:40P | Staff |
| 1096 | W (Lab)($) | 11:00A-1:50P | Staff |

**BIO*212 Anatomy and Physiology II** (a)(b)($) **4 credits**

Continuation of Anatomy and Physiology I. Lecture and Laboratory. *Dissection is required. Prerequisite: C- or better in Anatomy & Physiology I (BIO*211). (Elective Type: G/LA/S) (Abilities Assessed: 8, 9)*

| | | | |
|---|---|---|---|
| 1097 | M/W | 8:30-9:45A | Navitsky |
| 1098 | M (Lab)($) | 10:00A-12:50P | Navitsky |
| 1099 | M | 10:00A-12:40P | Laskowski |
| 1100 | T (Lab)($) | 10:00A-12:50P | Staff |
| 1101 | M/W | 5:00-6:15P | Staff |
| 1102 | M (Lab)($) | 6:30-9:20P | Staff |
| 1103 | R | 6:30-9:10P | Smith, R. |
| 1104 | T (Lab)($) | 6:30-9:20P | Staff |

**BIO*235 Microbiology** (a)(b)($) **4 credits**

Introduction to microorganisms: bacteria, fungi, protozoa, viruses, microscopic algae, and some multicellular parasites. Bacteria and their role in health and disease are emphasized. Skills of observing, gathering, and reporting data, drawing conclusions, identifying problems, and procedure evaluation emphasized. *Prerequisites: C- or better in Anatomy & Physiology I (BIO*211). (Elective Type: G/LA/S) (Abilities Assessed: 8, 9)*

| | | | |
|---|---|---|---|
| 1105 | T/R | 8:30-9:45A | Navitsky |
| 1106 | T/R (Lab)($) | 10:00-11:15A | Navitsky |
| 1109 | T/R | 5:00-6:15P | Smith, R. |
| 1110 | T/R (Lab)($) | 6:30-7:45 P | Staff |

## BUSINESS

### General/Law/Entreprenuership/Finance/Management/Marketing

**BBG*101 Introduction to Business** **3 credits**

Introduces the principles and practices of business management. Topics include: Informational and legal foundations for business management; economic, regulatory, and societal environment of business; entrepreneurship, finance, and marketing; planning, organizing, leading and controlling a business organization. *(Elective Type: G)*

| | | | |
|---|---|---|---|
| 1113 | M/W | 1:00-2:15P | Staff |
| 1114 | T/R | 10:00-11:15A | Staff |
| 1612 | ONLINE | | Staff |

**BBG*115 Business Software Applications** **3 credits**

This hands-on course is designed for Business Administration/Marketing majors to utilize the microcomputer as a tool as they relate to the business environment. These software packages include an emphasis on Excel to build flexible spreadsheets used in business decision-making, supplemented with Word to produce professional-looking documents, Access to select and analyze data to

## DRUG-FREE CAMPUS

Tunxis Community College is committed to providing students with a safe and healthy learning environment. The college promotes a drug-free campus through workshops, written materials and flyers.

Students who violate the drug-free rules face disciplinary action, including expulsion.

The Counseling Office can provide referral assistance to students facing problems associated with drug and alcohol abuse. For more information visit the Institutional Policies on the Consumer Information page of the Tunxis website.

**CONTACTS**
**Counseling Office: 860.773.1510**
**Dean of Administration: 860.773.1302**

## INJURIES ON CAMPUS

The college wants all students, employees and guests to enjoy a healthy and safe learning environment. When a person is injured on campus, they should report it immediately to a faculty member, security guard or employee. If the injury is serious, do not hesitate to call 911 from a campus phone. Members of the college's Emergency Medical Response Team will be notified and respond. First aid kits are available throughout campus.

The college has two AED's. Employees who respond to medical emergencies must complete an Incident Report form and submit it to the Dean of Administration.

Tunxis Community College is a state agency. As such, any individual wishing to pursue a claim against the State must follow the procedures as outlined by the Office of the Claims Commissioner.

**CONTACT**
**Chuck Cleary, Dean of Administration, at 860.773.1302 if you wish to pursue a claim.**

| CRN | DAY(S) | TIME | INSTRUCTOR |
|---|---|---|---|

produce valid results, and Powerpoint to effectively present and communicate. Social networking sites and their impact upon business will be explored. Individual and group projects will require students to utilize the MS Suite to prepare business documents, produce in-house publications and create business presentations using themes, tables and graphs. *(Elective Type: G) (Ability Assessed: 5)*

1115 .....M/W .....8:30-9:45A.....Kriscenski
1116 .....M .....6:30-9:10P .....Staff
1117 .....ONLINE .....Staff

***NOTE: All applications courses use Microsoft Office 2013.***

**BBG*231 Business Law I** (a) **3 credits**

Examines the history and evolution of law in the United States. Specific topics include: Constitutional Law, the Bill of Rights, courts and procedures, tort law, criminal law, contract law, and business organizations. *Prerequisite: C- or better in Composition (ENG*101). (Elective Type: G) (Ability Assessed: 2)*

1119 .....M/W .....2:30-3:45P .....Staff
1120 .....T/R.....8:30-9:45A.....Staff
1121 .....ONLINE .....Staff

**BBG*240 Business Ethics** (a) **3 credits**

A critical examination (both practical and theoretical) of contemporary moral problems in business, such as employee rights and responsibilities, pay equity and comparable worth, whistle-blowing, trade secrets and confidentiality, conflict of interest, discrimination and sexual harassment, pollution, consumer protection, professional ethics, truth-telling in business dealings, social responsibility of business, and fiduciary responsibility to stockholders and stakeholders. It is recommended that students take at least six (6) credits in Business, Economics, or Philosophy, or English prior to taking this course. *Prerequisite: C- or better in Composition (ENG*101) or permission of Department Chair. (Elective Type: G) (Abilities Assessed: 2, 3)*

1122 .....T/R.....11:30A-12:45P.....Blaszczynski
1123 .....R.....6:30-9:10P .....Staff
1124 .....ONLINE .....Staff

**BBG*290 Business Program Capstone** (a) **1 credit**

For students who are in their final semester of study in the Business Administration Degree and Option programs, but will not be taking a Practicum course, the Business Programs Capstone is designed to help students demonstrate competency in General Education Abilities and Program Learning Outcomes. Throughout their program at Tunxis, students will have been compiling a portfolio of best work that demonstrates mastery of General Education Abilities, as well as Program Learning Outcomes. In this course, students will complete the development of their portfolio and, depending on the program, possibly sit for an exit exam or project. Students will also reflect on their learning experience at Tunxis and in their program. *Prerequisites: C- or better in Composition (ENG*101), and 12 credits in Business courses. Note: Students should be enrolled in their final semester of classes. (Elective Type: G) (Abilities Assessed: 5, 6)*

1125 .....W .....5:00-6:15P .....Staff

**BBG*292 Business Practicum** (a) **3 credits**

Provides students the opportunity to apply and integrate knowledge and skills gained in the Business Administration program through an individualized capstone experience, which includes an internship or project component and a classroom component. Internship involves employment or volunteer engagement in a company, public agency, or non-profit organization. Alternatively, students

# ASSISTANCE WITH FAFSA

(FREE APPLICATION FOR FEDERAL STUDENT AID)

If you need help completing the Free Application For Federal Student Aid (FAFSA) form, you are not alone. The Tunxis Financial Aid Services Office now offers group sessions for students who need assistance with FAFSA online filing. Don't wait!

Please contact the Financial Aid Office for a complete list of dates and times.

**Financial Aid Services**
**860.773.1422**

## *ELECTIVE TYPES:*

*AH = Art History*
*E = English*
*FA = Fine Arts*
*FL = Foreign Language*
*G = General*
*HI = History*
*HU = Humanities*
*LA = Liberal Arts*
*M = Mathematics*
*S = Science*
*SS = Social Sciences*

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|---|---|---|---|

may complete the internship component of the Practicum through directed independent project(s) involving advanced analysis, research, and writing. Both the internship experience and the directed projects are designed to assess the students' mastery of the program learning objectives, and to further develop their professional skills. Students planning to enroll in the Business Practicum should meet with the Program Coordinator or Practicum Instructor to learn of existing Internship opportunities, or to define the elements of a meaningful internship experience either at their current employer or a new internship position. Students are responsible for attaining their own internship. With permission of the Program Coordinator or Practicum instructor, the internship work hours may occur prior to the students registering for the Practicum. The classroom component involves several seminars or workshops, meeting in the classroom and/or online during the semester to discuss the students' internship experience, as well as their academic, professional, and career development. In addition, student mastery of general education abilities and program learning outcomes will be assessed. The assessment of these outcomes may include completing a directed project and/or developing an ePortfolio. *Prerequisites: Permission of the Program Coordinator or Business Practicum Instructor. Prior to taking the Business Practicum, students must have completed twelve business core or program option credits with a grade of C- or better, AND have completed at least 40 credits towards their associate degree or 15 credits towards their BA Certificate. (Elective Type: G) (Abilities Assessed: 3, 5, 6)*

1126 .....R.....5:00-6:15P ..... Feest

**BES*218 Entrepreneurship** (a) **3 credits**

Introduces students to the art of entrepreneurship and the skills needed for starting and managing small businesses. It begins with a self-assessment of entrepreneurial skills and continues through a survey of all the major issues in new and small business management. Students are expected to develop a complete business plan. The teaching methodology relies heavily on experimental exercises, student team projects and case studies. *Prerequisites: C- or better in Principles of Marketing (BMK*201), Principles of Financial Accounting (ACC*113) AND Composition (ENG*101), OR permission of Department Chair. (Elective Type: G) (Abilities Assessed: 2, 11)*

1127 .....T/R.....11:30A-12:45P ..... Staff

**BFN*110 Personal Finance** (a) **3 credits**

Provides an overview of the financial planning and investing process. It examines personal incomes and budgets, home and consumer financing, insurance of personal assets, personal investing and retirement planning. Topics covered will include the time value of money, investments, loans and credit, cash management, taxes, life and health insurance, and estate planning. *Prerequisite: C- or better in Integrated Reading and Writing II (ENG*075) OR Introduction to College Reading & Writing (ENG*093) or Introduction to College English (ENG*096) or Reading & Writing VI (ESL*162), or placement into Composition (ENG*101). (Elective Type: G) (Ability Assessed: 7)*

1128 .....T/R.....2:30-3:45P ..... Staff
1613 .....ONLINE ..... Staff

**BFN*201 Principles of Finance** (a) **3 credits**

An introduction to the principles of financial management and the impact of the financial markets and institutions on that managerial function. Major topics include the environment of financial management, evaluation of a firm's financial performance, financial forecasting, working capital management, corporate

# E-COMMERCE CERTIFICATE

Provides the essential elements for entry into sales and promotional occupations in the online environment. Credits earned may be applied toward an associate in science degree in Business Administration at the College.

## Questions?

## Contact Amy Feest, Program Coordinator, 860.773.1631

### NOTES...

(a) Indicates that prerequisite or co-requisite to courses as listed in the course description must be met prior to registering.

(b) Student must attend laboratory, clinic, clinic seminar or computer component associated with this course. This component may/may not require additional time outside scheduled class.

(d) Developmental courses do not satisfy English Mathematics credit requirements and cannot be counted as college credit for graduation or for transfer to another institution. Student will not be allowed to take credit level English/Mathematics while enrolled in these courses.

(e) Course may not satisfy degree or certificate program requirement. See course description.

($) Additional Fee for Lab course.

($$) Additional Fee for Studio course.

| CRN | DAY(S) | TIME | INSTRUCTOR |
|---|---|---|---|

securities and financing the short- and long-term requirements of the firm, time value of money, capital and cash budgeting, the relationship of risk to return, cost of capital, leverage, and evaluation of alternative methods of financing. An analytical emphasis will be placed on the tools and techniques of the investment, financing, and dividend decision. *Prerequisites: C- or better in Principles of Financial Accounting (ACC*113), C- or better in Integrated Reading & Writing II (ENG*075) OR Introduction to College Reading and Writing (ENG*093) or Introduction to College English (ENG*096) or Reading & Writing VI (ESL*162), or placement into Composition (ENG*101), OR permission of Department Chair. Prerequisite or co-requisite: Intermediate Algebra (MAT*137) or Elementary & Intermediate Algebra Combined (MAT*139), or placement into higher mathematics, OR permission of Department Chair. (Elective Type: G) (Ability Assessed: 2)*

1129 .....M/W .....10:00-11:15A .....Staff
1130 .....M/W .....5:00-6:15P .....Staff
1131 .....ONLINE .....Staff

**BMG*202 Principles of Management** (a) **3 credits**

Integrates the study of management principles with the development of leadership, teamwork, and interpersonal skills. Topics include the planning, organizing, leading, and controlling functions of management; as well as group dynamics, team building, leadership, conflict and change, diversity, and organizational culture. Through experiential and group exercises and case studies, students will gain experience in teamwork, leadership, problem solving, and decision-making. *Prerequisite: C- or better in Composition (ENG*101). (Elective Type: G) (Ability Assessed: 2, 11)*

1132 .....M/W .....1:00-2:15P .....Staff
1133 .....R .....6:30-9:10P .....Staff
1134 .....ONLINE .....Staff

**BMG*220 Human Resources Management** (a) **3 credits**

Introduction to the functions of Human Resource Management in today's dynamic business environment. Topics include but are not limited to personnel, planning, recruitment, testing, training, compensation, motivation, appraisals, discipline, and career management. In addition, the welfare and safety of employees, harmonious working relations, equal employment, and international and diversity issues will be discussed. *Prerequisites: C- or better in Integrated Reading and Writing II (ENG*075) OR Introduction to College Reading & Writing (ENG*093) or Introduction to College English (ENG*096) or Reading & Writing VI (ESL*162), or placement into Composition (ENG*101). (Elective Type: G) (Ability Assessed: 10)*

1135 .....W .....6:30-9:10P .....Staff

**BMK*201 Principles of Marketing** (a) **3 credits**

Introduction to the fundamental concepts of marketing. Examination of effective practices of product development, distribution, price structure, and promotion throughout the marketing process, including research, execution and evaluation. *Prerequisities: C- or better in Integrated Reading & Writing II (ENG*075), or C- or better in Introduction to College Reading & Writing (ENG*093) or Introduction to College English (ENG*096) or Reading & Writing VI (ESL*162), or placement into Composition (ENG*101); Co-requisite: Composition (ENG*101). (Elective Type: G) (Ability Assessed: 5)*

1136 .....M/W .....11:30A-12:45P .....Staff
1137 .....T/R .....8:30-9:45A .....Staff
1138 .....T/R .....1:00-2:15P .....Feest
1140 .....ONLINE .....Feest

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## INTRO. TO MASS COMMUNICATION

### COM*101 • 3 credits

Surveys mass communication and media literacy in today's society by investigating forms of media (print, radio, music, movies, television, and the Internet), the messages of media (news, public relations, advertising, and entertainment), and the ethical, legal, and cultural issues surrounding media. *Prerequisite: C- or better in Integrated Reading and Writing II (ENG*075) OR Introduction to College Reading & Writing (ENG*093), or Introduction to College English (ENG*096) or Reading & Writing VI (ESL*162), or placement into Composition (ENG*101). (Elective Type: G/HU/LA) (Abilities Assessed: 3, 10)*

**CRN #1180**
**T/R • 10:00-11:15A**
**Instructor: Patrice Hamilton**

## CREDIT COURSES – SPRING 2016

| CRN | DAY(S) | TIME | INSTRUCTOR |
|---|---|---|---|

1611 .....ONLINE ***(Class runs from Mar. 28 thru May 13)***.....Feest
***NOTE: CRN #1611 is a condensed 7-week class. Complete your Business Administration course requirements in half the time with this new seven-week online class! This course offers the same intensity of work as a summer course.***

**BMK*207 Consumer Behavior** (a) **3 credits**
A study of consumer behavior with an emphasis on the complexity of consumer decision-making and how consumers influence current marketing practices. Topics include consumer decision-making, advertising, consumer-trend analysis, marketing strategy, and consumer buying behavior. *Prerequisite: C- or better in Principles of Marketing (BMK*201). (Elective Type: G) (Ability Assessed: 10)*

1141 .....M.....6:30-9:10P .....Staff

**BMK*214 International Marketing** (a) **3 credits**
An analysis of the techniques, procedures, and strategies used by multinational firms. Emphasis on the economic, cultural, political/legal and technological factors that influence the marketing of consumer and business goods. Methods and sources of data for determining products to sell and countries in which to sell them are studied. *Prerequisites: C- or better in Principles of Marketing (BMK*201). (Elective Type: G) (Ability Assessed: 2)*

1142 .....T/R.....1:00-2:15P .....Staff

## BUSINESS OFFICE TECHNOLOGY

***NOTE: All application courses use Microsoft Office 2013 where applicable.***

**BOT*111 Keyboarding for Info. Processing I** **3 credits**
An introduction to the keyboard. The student will learn to keyboard by the touch method covering the entire letter, figure, and symbol reaches. The course will also provide students with applications of keyboarding skill. This will be in the form of both accuracy and speed development and in the following basic word processing skills: create, format, save, print and open a document. Other basic formatting applications such as centering copy horizontally and vertically, proper word division and personal and business correspondence will also be emphasized. All course work is to be completed on an IBM compatible pc. This is a touch-typing course at the beginning level of skill designed to familiarize the student with the keyboard and correct keyboarding techniques. *(Elective Type: G)*

1143 .....M/W .....5:00-6:15P ***HYBRID***.....Staff

**BOT*137 Word Processing Applications** (a) **3 credits**
An intermediate course with tabulation problems, special forms, various models of business letters, reports, and rough drafts with special attention paid to good judgment and problem-solving activities. There will also be the continuation of speed and accuracy building. All course work is to be completed on a window-based computer using Microsoft Word 2013. The student must be able to follow oral and written instructions with minimum supervision. *Prerequisite: C- or better in Keyboarding for Information Processing I (BOT*111) OR permission of Program Coordinator OR waiver. (Elective Type: G) (Abilities Assessed: 4, 8.1)*

1145 .....M.....6:30-9:10P .....Staff

**BOT*180 Medical Terminology** (a) **3 credits**
A basic study of medical vocabulary. It introduces word construction, pronunciation, prefixes, suffixes, and root words. This course is designed to provide application of complex medical terminology to areas of medical science, hospital service and health-related professions. *Prerequisites: C- or better in Integrated Reading and Writing II (ENG*075) OR Introduction to College Reading & Writing (ENG*093) or Introduction to College English (ENG*096) or Reading & Writing*

## WE'RE HERE TO HELP YOU...

Like everyone, college students may face difficult life transitions and circumstances, experience painful emotions, and need assistance in developing clear and meaningful goals while pursuing their academic course work. College counselors are professionally trained to help students cope with a wide variety of educational, adjustment, and mental health issues during their career years.

Some methods counselors employ to facilitate discussions include listening, informing, empathizing, collaborating, brainstorming solutions, constructing goals, building on strengths and modeling appropriate behaviors.

Counselors are glad to talk with you about any issue causing you concern or distress. Some common concerns include: anxiety, sadness, loneliness, eating disorders, dating & domestic partner violence, alcohol & drug concerns, academic problems, sexual abuse, relationship issues, time management, choosing a major, communication skills and career & academic goals.

Depending on the nature of the concern, counseling may be one appointment or several. In some cases, a referral to a community specialist may be encouraged.

**Contact Advising Center**
**860.773.1510**

| CRN | DAY(S) | TIME | INSTRUCTOR |
|---|---|---|---|

*VI (ESL*162), or placement into Composition (ENG*101), or permission of Program Coordinator. Co-requisite: Keyboarding for Information Processing I (BOT*111) or permission of Program Coordinator. (Elective Type: G) (Abilities Assessed: 2, 3)*

1146 .....T/R.....5:00-6:15P .....Staff

**BOT*182 Medical Coding II** (a) **3 credits**

A continuation of concepts introduced in Medical Coding I. Students will utilize medical records and case histories to code the diagnoses and procedures according to the level of care received in the appropriate medical facilities. *Prerequisites: C- or better in Medical Coding I (BOT*181) OR permission of Program Coordinator. (Elective Type: G) (Abilities Assessed: 2, 3)*

1147 .....T.....6:30-9:10P ***HYBRID***.....Staff
***On-campus dates: 1/26, 2/9, 2/23, 3/8, 3/22, 4/5, 4/19, 5/3.***

**BOT*219 Integrated Office** (a) **3 credits**

Provides students with hands-on experience in database management. Topics include the role of administrative support services, use of various computer software skills, electronic communication, and the internet. Students will utilize an integrated software package (word processing, spreadsheet, database, and presentation graphics) to complete business projects. *Prerequisite: C- or better in Computerized Office Applications (BOT*210) OR permission of Program Coordinator. (Elective Type: G) (Ability Assessed: 7)*

1148 .....M.....6:30-9:10P ***HYBRID***.....Staff
***On-campus dates: 1/25, 2/1, 2/22, 3/7, 3/28, 4/11, 4/25, 5/2.***

**BOT*251 Administrative Procedures** (a) **3 credits**

Introduces students to up-to-date methods of information management in the office. Topics include records management, setting priorities, and machine transcription. Students are introduced to effective self-marketing techniques and business research methods. *Pre- or co-requisite: C- or better in Word Processing Applications (BOT*137) OR permission of Program Coordinator. (Elective Type: G) (Abilities Assessed: 5, 6)*

1149 .....T.....6:30-9:10P .....Staff

**BOT*287 Foundations Management/ Medical Insurance** (a) **3 credits**

This course is designed to develop the abilities and skills that will enable students to define and explain the role of the health insurance specialist, major types of health insurance policies, contracts, guidelines, laws, and the reimbursement cycle. Comparisons of private insurances, State, and Federal programs are covered as well as analysis and completion of appropriate insurance forms and application information. Emphasis will be placed on pertinent legal and ethical issues as well as protected health information and confidentiality. *Prerequisite: C- or better in Medical Terminology (BOT*180). (Elective Type: G) (Abilities Assessed: 3, 5)*

1150 .....R.....6:30-9:10P .....Staff

**BOT*291 Electronic Health Records** (a) **3 credits**

Introduces the health information technology (HIT) utilized in electronic health records (EHR) systems and fiscal management. Students will obtain hands-on experience through integrated practice management software to obtain a comprehensive picture with an emphasis on quality assurance, legal, and ethical practices of documenting the clinical and administrative tasks that take place for a total patient encounter. *Prerequisite: C- or better in Medical Practice*


CORNER CAFÉ

**Breakfast & Lunch Daily**

Monday thru Friday

We accept credit and debit.

Offering: Fresh Sandwiches, Grilled Items, Salads, Pizza, Soups, Meals-to-Go, Snacks & Desserts, Hot and Cold Beverages

**HOURS OF OPERATION:**

Monday-Thursday: 7:30 a.m. to 6:30 p.m.
Friday: 7:30 a.m. to 1:00 p.m.

Hours subject to change during winter/summer terms and when classes are not in session.


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***ROOM ASSIGNMENTS WILL BE POSTED ON CAMPUS THE FIRST DAY OF CLASSES: FRIDAY, JANUARY 21 or MAY BE ACCESSED AT TUNXIS.EDU/COURSES.***

***NO CONFIRMATION OF YOUR REGISTRATION IS MAILED BY THE COLLEGE. UNLESS YOU ARE CONTACTED OTHERWISE, ATTEND THE FIRST CLASS SESSION AS SCHEDULED.***

| CRN | DAY(S) | TIME | INSTRUCTOR |
|---|---|---|---|

*Management Software Applications (BOT*288). (Elective Type: G) (Abilities Assessed: 2, 3)*

1151 .....R.....6:30-9:10P **HYBRID**.....Staff
***On-campus dates: 1/21, 2/11, 2/25, 3/10, 3/24, 4/7, 4/21, 4/28.***

**BOT*295 Administrative Practicum** (a) **3 credits**
Provides an integration of knowledge gained in previous program courses through review and practical application with special emphasis on decision-making responsibilities. On-the-job experience in a business or professional office previously approved by the Program Coordinator will be required. Parameters of the work experience will be established under the direction of the faculty member. Students will participate in the work experience under the supervision of personnel in the assigned position who will coordinate and evaluate a student's performance with the college instructor. Hours will be arranged by mutual consent of the student and employer. *Prerequisites: Program Enrollment, completion of 12 credits in the BOT discipline, and permission of Program Coordinator. (Elective Type: G) (Abilities Assessed: 3, 5, 6)*

1152 .....Individually Scheduled.....Carbone
***On-campus dates: 1/27, 2/3, 2/10, 2/24, 3/9, 3/23, 3/30, 4/13, 4/27, 5/4, 5/11.***

## CHEMISTRY ($ = additional lab fee applies)

***NOTE: Students must select a corresponding lab. If two labs are listed, students must select one of the two labs offered.***

**CHE*111 Concepts of Chemistry** (a)(b)($) **4 credits**
Fundamental principles and methods of chemistry are studied, including atomic theory, bonding, stoichiometry, and thermodynamics. Provides an introduction to physical, nuclear, organic, and biological chemistry. Suitable for students needing a brief survey course or science elective; not intended for science or engineering majors. Lecture and laboratory. *Prerequisite: C- or better in Pre-Algebra & Elementary Algebra (MAT*085), or Introductory Algebra (MAT*094), or Elementary Algebra Foundations (MAT*095), or placement into Intermediate Algebra (MAT*137). (Elective Type: G/LA/S) (Abilities Assessed: 8, 9)*

1153 .....M/W .....11:30A-12:45P ..... Smith, R.
1154 .....M (Lab)($) .....1:00-2:47P .....Staff
1155 .....W (Lab)($) .....1:00-2:47P .....Staff

1156 .....M/W .....5:00-6:15P .....Staff
1157 .....M (Lab)($) .....6:30-8:17P .....Staff
1158 .....W (Lab)($) .....6:30-8:17P .....Staff

1159 .....T/R.....8:30-9:45A.....Staff
1160 .....T (Lab)($) .....10:00-11:47A .....Staff
1161 .....R (Lab)($) .....10:00-11:47A .....Staff

1162 .....T.....6:30-9:10P .....Staff
1164 .....R (Lab)($) .....7:30-9:17P .....Staff

1165 .....F .....9:00-11:40A.....Staff
1166 .....F (Lab)($).....12:00-1:47P .....Staff

**CHE*122 General Chemistry II** (a)(b)($) **4 credits**
Further study of the principles, theories and laws of chemistry. Topics include: thermodynamics, kinetics, chemical equilibria, oxidation and reduction reactions, descriptive chemistry of the elements and their compounds and an introduction to organic and nuclear chemistry. Lecture and laboratory. *Prerequisite: C- or better in General Chemistry I (CHE*121). (Elective Type: G/LA/S) (Abilities Assessed: 8, 9)*

# SUCCESS IS ON THE WAY!

The Academic Support Center fosters student success by providing support services designed to help students develop their learning and academic skills, as well as enhance their understanding of college demands. The following services are available on an individual and/or group basis:

**Basic Skills/Placement Testing**
Also called the Accu-placer, this test is designed to assess student skills in math, English, reading, and writing proficiency

**Free Tutoring**
A comprehensive, nationally-certified, program for all students enrolled in credit classes. Tutoring is available every semester in developmental reading/writing, math, and English as a Second Language. Efforts are also made to accommodate student requests in other areas.

**Special-needs Services**
These services are provided upon request by students with documented disabilities (see Academic Support Center staff for details).

**Workshops on Learning Strategies**
Offered to assist students in refining basic skills needed to meet college expectations.

*Note: Reservations or appointments are required for most programs and services.*

**ACADEMIC SUPPORT CENTER HOURS OF OPERATION:**
Monday through Thursday:
8:30 a.m.-6:00 p.m.
Friday: 9:00 a.m.-4:00 p.m.
Saturday: Closed

**Contact Academic Support Center, 860.773.1530**

*Services and hours of operation subject to change.*

## CREDIT COURSES – SPRING 2016

| CRN | DAY(S) | TIME | INSTRUCTOR |
|---|---|---|---|
| 1167 | M/W | 8:30-9:45A | Staff |
| 1168 | M (Lab)($) | 10:00A-12:50P | Staff |
| 1169 | M/W | 5:00-6:15P | Cook |
| 1170 | M (Lab)($) | 6:30-9:20P | Cook |
| 1171 | W (Lab)($) | 6:30-9:20P | Cook |

**CHE*212 Organic Chemistry II** (a)(b)($) **4 credits**

Continuation of Organic Chemistry I. Topics include aromatic compounds, aldehydes, ketones, carboxylic acids and their derivatives, amines, phenols, and aryl halides. Reaction mechanism studies include carbanions, electrophilic substitutions and nucleophilic additions and nucleophilic substitutions. Laboratory sessions continue principles initiated in the precursor course. *Prerequisite: C- or better in Organic Chemistry I (CHE*211). (Elective Type: G/LA/S) (Abilities Assessed: 8, 9)*

| | | | |
|---|---|---|---|
| 1172 | T | 5:00-7:40P | Cook |
| 1173 | R (Lab)($) | 5:00-8:45P | Staff |

### COLLEGE PREPARATION

**CSS-101 First Year Experience** (a) **3 credits**

First Year Experience prepares students to develop their own plan for academic, personal and professional success through self-evaluation, application of specific strategies, discussions, guided journaling and classroom exercises. These activities help students acquire effective study strategies, stimulate critical thinking, practice oral and written expression, establish goals, identify and participate in the co-curricular life of the college, encourage meaningful relationships with professors and classmates, and choose behaviors leading to a more successful academic experience. *(Elective Type: G) (Ability Assessed: 2)*

| | | | |
|---|---|---|---|
| 1174 | M/W | 10:00-11:15A | Mahmood, C. |
| 1175 | T/R | 10:00-11:15A | Mahmood, C. |
| 1177 | M/W | 5:00-6:15P | Staff |
| 1178 | T/R | 1:00-2:15P | Mahmood, C. |

### COMMUNICATION

**COM*100 Introduction to Communication** (a) **3 credits**

Introduces students to fundamental theories of effective communication in intrapersonal, interpersonal, and small group settings. In a workshop environment, students will practice effective oral communication strategies and offer a narrative and a group presentation. *(Elective Type: G/HU/LA) (Abilities Assessed: 6, 10)*

| | | | |
|---|---|---|---|
| 1179 | T/R | 1:00-2:15P | Gentry |

**COM*101 Intro. to Mass Communication** (a) **3 credits**

Surveys mass communication and media literacy in today's society by investigating forms of media (print, radio, music, movies, television, and the Internet), the messages of media (news, public relations, advertising, and entertainment), and the ethical, legal, and cultural issues surrounding media. *Prerequisite: C- or better in Integrated Reading and Writing II (ENG*075) or Introduction to College Reading & Writing (ENG*093) or Introduction to College English (ENG*096) or Reading & Writing VI (ESL*162), or placement into Composition (ENG*101). (Elective Type: G/HU/LA) (Abilities Assessed: 3, 10)*

| | | | |
|---|---|---|---|
| 1180 | T/R | 10:00-11:15A | Hamilton |

**COM*154 Film Study & Appreciation** (a) **3 credits**

In this introduction to American film, students learn its history, individual styles of directors, the language of the art of the moving image and film

### ELECTIVE TYPES:

*AH = Art History*
*E = English*
*FA = Fine Arts*
*FL = Foreign Language*
*G = General*
*HI = History*
*HU = Humanities*
*LA = Liberal Arts*
*M = Mathematics*
*S = Science*
*SS = Social Sciences*

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## ACTING I
## THR*110

A practical approach to the art of acting, with special attention to the development of the actor's instrument, including voice, body, the senses, creativity, and interpretation. The course combines individual and group exercises and assignments.

**CRN #1557**
**Monday • 6:30-9:10P**
**3 credits**

**Contact:**
**George Sebastian-Coleman**
**860.773.1635**

| CRN | DAY(S) | TIME | INSTRUCTOR |
|---|---|---|---|

genres. Selected films will be viewed and analyzed. *Prerequisite: C- or better in Composition (ENG*101). (Elective Type: FA/G/HU/LA) (Ability Assessed: 1)*

| | | | |
|---|---|---|---|
| 1181 | T/R | 2:30-3:45P | Staff |

**COM*172 Interpersonal Communication** (a) **3 credits**

Introduces the fundamental theories, principles and practices of interpersonal communication. Topics include self-concept, perception, emotions, language, non-verbal communication, listening, relational dynamics, conflict management and the impact of media and other technologies in a dynamic workshop environment. *Prerequisites: C- or better in Integrated Reading and Writing II (ENG*075) OR Introduction to College Reading & Writing (ENG*093) OR Introduction to College English (ENG*096) OR Reading & Writing VI (ESL*162), or placement into Composition (ENG*101). (Elective Type: G/HU/LA) (Ability Assessed: 10)*

| | | | |
|---|---|---|---|
| 1182 | M/W | 8:30-9:45A | Staff |
| 1183 | M/W | 10:00-11:15A | Staff |
| 1185 | M | 1:00-2:15P ***HYBRID*** | Terrell |
| 1184 | T/R | 11:30A-12:45P | Yawin |
| 1186 | T | 1:00-2:15P ***HYBRID*** | Terrell |
| 1187 | W | 1:00-2:15P ***HYBRID*** | Beckford |
| 1188 | R | 1:00-2:15P ***HYBRID*** | Yawin |
| 1189 | R | 6:30-9:10P | Staff |
| 1190 | F | 9:00-11:40A | Staff |

**COM*173 Public Speaking** (a) **3 credits**

Introduces students to the principles of oral communication with an emphasis on the public speaking skills needed for academic and professional presentations. Students will apply their knowledge of the theories of effective oral communication and present a variety of speeches that appropriately use audio visual aids and outside research. In a workshop environment, students will enhance their skills in critical thinking and listening by assessing their own public speaking and providing feedback on the public speaking of others. *Prerequisite: C- or better in Integrated Reading and Writing II (ENG*075) or Introduction to College Reading & Writing (ENG*093) or Introduction to College English (ENG*096) or Reading & Writing VI (ESL*162), or placement into Composition (ENG*101). (Elective Type: G/HU/LA) (Ability Assessed: 6)*

| | | | |
|---|---|---|---|
| 1191 | M/W | 8:30-9:45A | Staff |
| 1192 | M/W | 1:00-2:15P | Yawin |
| 1194 | M | 5:00-7:40P | Yawin |
| 1196 | M | 6:30-9:10P | Hamilton |
| 1596 | T/R | 8:30-9:45A | Staff |
| 1193 | T/R | 1:00-2:15P | Hamilton |
| 1195 | T | 6:30-9:10P | Staff |
| 1595 | W | 5:00-7:40P | Yawin |

## COMPUTER-AIDED DRAFTING (CAD)

**CAD*133 CAD Mechanical AUTOCAD** (a)($) **3 credits**

Introduces students to the technical drawing field. Students will use Computer-Aided Drafting (CAD) for geometric construction; 3D modeling; orthographic projection; sectional views and auxiliary views; and dimensioning and tolerancing. Traditional equipment is used to reinforce pictorial sketching and drawing techniques. *Prerequisite: C- or better in Pre-Algebra & Elementary Algebra (MAT*085) or Introductory Algebra (MAT*094) or Elementary Algebra Foundations (MAT*095) or placement into Intermediate Algebra (MAT*137). (Elective Type: G)*

| | | | |
|---|---|---|---|
| 1197 | W | 5:30-9:15P | Staff |

# TRANSFER FROM TUNXIS TO...

Below is a partial listing of where Tunxis students have trasferred credits.

Albertus Magnus College
American University
Arizona State University
Atlantic College of Art
Berklee College of Music
Cornell University
Fordham University
Georgetown University
Harvard University
Iowa State University
Ithaca College
John Jay College of Criminal Justice
Lesley University
Mount Holyoke College
Northwestern University
Ohio University
Pace University
Parsons School of Design
Rochester Institute of Technology
Roger Williams University
Rutgers University
Sacred Heart University
Saint Joseph College
Salve Regina University
Smith College
Springfield College
Stony Brook University
Temple University
Trinity College
University of Alabama
University of Florida
University of Hartford
University of Massachusetts
University of North Carolina
University of Notre Dame
University of Rhode Island
University of Texas at Austin
Wellesley College
Wentworth Institute of Technology
Wesleyan University
Yale University

**Contact the Tunxis Academic Advising Center 860.773.1510 for an appointment or visit your Advisor for help with this important decision.**

| CRN | DAY(S) | TIME | INSTRUCTOR |
|---|---|---|---|

**CAD*204 CAD 3D Architectural AUTOCAD** (a)($) **3 credits**

Applies engineering and technological principles to the design of residential and light commercial structures. Students will create architectural drawings and three-dimensional models using AutoCAD software. This course is offered concurrently with CAD*218 at the same time in the same classroom. It is not possible to take both courses at the same time. *Prerequisite: C- or better in CAD Mechanical AutoCAD (CAD*133). (Elective Type: G)*

1198 .....M .....5:30-9:15P .....Staff

***NOTE: CRN #1198 and #1199 are taught together in the same classroom. Students who register for CAD*204 may not register for CAD*218.***

**CAD*218 CAD 3D Mechanical AUTOCAD** (a)($) **3 credits**

Applies engineering and technological principles to the design of everyday items, machine elements, and mechanical systems. Students will create 3D wireframe and solid machines from which engineering and production drawings will be derived using AutoCAD/CADKEY software. This course is offered concurrently with CAD*204 at the same time in the same classroom. It is not possible to take both courses at the same time. *Prerequisite: C- or better in CAD Mechanical AUTOCAD (CAD*133). (Elective Type: G)*

1199 .....M ..... 5:30-9:15P .....Staff

***NOTE: CRN #1199 and #1198 are taught together in the same classroom. Students who register for CAD*218 may not register for CAD*204.***

## COMPUTER INFORMATION SYSTEMS (CIS)

*NOTE: Any three-credit CIS course satisfies the requirements of a business elective. All application courses use Microsoft Office 2013 where applicable.*

### Computer Applications

**CSA*105 Intro. to Software Applications** **3 credits**

This hands-on introductory course is intended for students interested in learning to use the computer as a productivity tool. Course content includes the fundamentals of Windows XP, Word, PowerPoint, Excel, Access, and the Internet. *(Elective Type: G) (Ability Assessed: 5)*

1200 .....M/W .....11:30A-12:45P .....Kriscenski
1201 .....T/R.....10:00-11:15A .....Kriscenski
1202 .....ONLINE .....Staff

**CSA*140 Database Applications** **3 credits**

Covers the basic functions and features of Access and takes users to an advanced level of proficiency. Initially students will learn how to design and create databases; work with tables, understand data structure, create basic queries, reports and forms. Students build on the skills to develop advanced complex queries, reporting and creating subforms. Students will create charts, use pivot tables and pivot charts. *(Elective Type: G) (Ability Assessed: 5)*

1204 .....ONLINE .....Staff

### Computer Science

**CSC*101 Introduction to Computers** (a) **3 credits**

Provides the necessary background for and provides hands-on practice using popular microcomputer office applications including word processing, spreadsheets, database and presentation management. The course also covers computer concepts including hardware, software, multimedia, privacy and security, and current computing trends. Students spend ap-proximately three hours per week on hands-on computer assignments mastering Microsoft Office. *Prerequisites: C- or better in Integrated Reading & Writing II (ENG*075) or Introduction to College*

## STUDENT GOVERNMENT ASSOCIATION

The representatives of the Student Government Association (SGA) at Tunxis Community College help to plan activities and provide a means of communication within the College structure. The SGA has the responsibility of administering the calendar of College events sponsored by Student Activities, coordinating the expenditures of the Student Activities budget, and planning the College's Student Activities program. All students, both full- and part-time, are members of the Student Government Association.

**Contact Christopher Laporte, Director of Student Activities at 860.773.1362.**

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| CRN | DAY(S) | TIME | INSTRUCTOR |
|---|---|---|---|

*Reading & Writing (ENG*093) or Introduction to College English (ENG*096) or Reading & Writing VI (ESL*162), or placement into Composition (ENG*101). (Elective Type: G) (Abilities Assessed: 3, 5, 6)*

1205 ..... M/W ..... 10:00-11:15A ..... Kriscenski
1206 ..... T/R ..... 11:30A-12:45P ..... Kriscenski
1207 ..... R ..... 6:30-9:10P ..... Staff
1208 ..... ONLINE ..... Shah

**CSC*126 Programming Logic & Design with Visual Basic 3 credits**

Introduces student to the function and logic of common programming methods, such as assignment, memory declaration, decision, and repetition. The Program Development Life Cycle is emphasized. Event-driven programming is introduced using Visual Basic as students practice solving practical and realistic cases. *Familiarity with the Windows operating system required. (Elective Type: G) (Ability Assessed: 2)*

1209 ..... M/W ..... 10:00-11:15A ..... Shah
1598 ..... T/R ..... 11:30A-12:45P ..... Staff
1210 ..... T ..... 6:30-9:10P ..... Staff
1211 ..... ONLINE ..... Shah

**CSC*208 Advanced Visual Basic** (a) **4 credits**

In this Advanced Visual Basic course, database access is introduced, using Visual Basic's ADO Control and data-aware components like the Data Grid, Data Environment Designer and DBList control. Students will learn how to build flexible, fast, and scalable data access objects and applications. The course includes an introduction to object-oriented programming techniques, integrating help files, and using the Packaging and Deployment tool to deliver completed applications to end users. This course covers building web applications with web forms, creating custom control for windows and web forms, and finally creating and consuming web services. *Prerequisite: C- or better in Programming Logic and Design with Visual Basic (CSC*126). (Elective Type: G) (Ability Assessed: 2)*

1212 ..... ONLINE ..... Shah

**CSC*215 Programming with Object Oriented C++** (a) **3 credits**

Introduces students to the C++ programming language. Techniques for solving problems with both numerical and non-numerical applications will be explored, incorporating rules of syntax, expressions and operators. Sequential and direct-access file processing are discussed. Concepts and examples of data types, recursive & virtual functions, arrays, pointers, vectors, strings, namespaces, data abstraction with classes, objects, overloading, inheritance, and data structures are presented. *Prerequisite: C- or better in Programming Logic and Design with Visual Basic (CSC*126). (Elective Type: G) (Ability Assessed: 2)*

1213 ..... ONLINE ..... Staff

**CSC*220 Object Oriented Programming Using JAVA** (a) **3 credits**

The design of high-quality, object-oriented software. Problem-solving, utilizing applets and applications will be emphasized. Software engineering principles involving class hierarchy, arrays of objects, collections, encapsulation, and packages will be explored. The impact and significance of the Internet and World Wide Web with respect for JAVA will be demonstrated. *Prerequisite: C- or better in Programming Logic and Design with Visual Basic (CSC*126), or permission of Program Coordinator. (Elective Type: G) (Ability Assessed: 2)*

1599 ..... ONLINE ..... Staff

TUNXIS COMMUNITY COLLEGE

# VALUES & PRINCIPLES

## INTEGRITY

We value and demonstrate openness and honesty, resolving differences with civility and without reprisals. We speak and act truthfully, without hidden agendas. We admit our mistakes, say when we do not know, and honor our commitments. We avoid silence when it may mislead; we seek root causes and solve problems.

## RESPONSIBILITY

We value institutional and individual accountability, defined as doing what needs to be done in a timely and competent manner. By acceptance of personal responsibility for our own actions and decisions, we help to create a college at which we are proud to work.

## RESPECT

We treat others fairly and with dignity. We value and honor each other in our diversity.

## EXCELLENCE

We value continuous improvement and growth in every area of college life. We value collaboration, cooperation, teamwork, innovation, and creative problem solving in our continuous improvement efforts. We value the courage to take risks and provide leadership.

## OPEN COMMUNICATION

We share information, ideas, and feelings—listening carefully, speaking forthrightly, respecting diverse views, participating productively in dialogue and conversations. We welcome paradox and constructive conflict as we move toward consensus.

## HUMOR AND WELL-BEING

We value laughter, play, love, kindness, celebration, and joy in our learning and work—taking our learning and work seriously and ourselves lightly.

| CRN | DAY(S) | TIME | INSTRUCTOR |
|---|---|---|---|

**CSC*221 Advanced Java Programming I (a) 3 credits**
Sound software engineering principles involving polymorphism, abstract classes and interfaces will be developed. Layout manages and graphics will be explored. Fault-tolerant software will be written. Exception handlers will be created. Robust software development will be encouraged. Multithreading will be covered. *Prerequisite: C- or better in Object Oriented Programming using JAVA (CSC*220) or Object-Oriented Programming in Java (CSC*226). (Elective Type: G) (Ability Assessed: 2)*

1214 .....ONLINE .....Staff

**CSC*231 Database Design I (a) 3 credits**
Introduces students to the design, implementation, and management of database systems. A variety of database models will be presented including relational, entity-relationship and object-oriented. Topics such as normalization, Structured Query Language (SQL), distributed databases, client server systems and data warehouses will be covered. Students will have the opportunity to design and implement a small database system. *Prerequisite: C- or better in Introduction to Computers (CSC*101) OR Database Applications (CSA*140). (Elective Type: G) (Abilities Assessed: 2, 11)*

1215 .....ONLINE .....Staff

**CSC*292 Practicum in Computer Science (a) 3 credits**
Students will complete an 8-10 hour per week industry work experience in a computer-related position. Students will be supervised by assigned personnel at the field site and by the college instructor. Hours are arranged by mutual consent of the student and employer. Students also participate in on-campus seminars that focus on timely employment-related topics, maintain a weekly log of on-the-job activities, and critique the practicum experience in a final project. Students will complete both an assessment ePortfolio and a showcase ePortfolio as a major component of the course. *Prerequisites: C- or better in Database Design I (CSC*231), Systems Analysis & Design (CSC*250), Operating Systems (CST*210), Network Essentials I (CST*130), and Permission of Program Coordinator. (Ability Assessed: 5)*

1216 .....OLCR/Individually Scheduled ..... Shah
***OLCR=Online with Campus Requirements.***
***On-campus dates: 1/25, 2/8, 2/22, 3/7, 4/4, 4/18, 5/2 (5:00-6:15P).***

## Computer Technology

**CST*130 Network Essential I (a) 3 credits**
Introduces students to the underlying concepts of data communications, telecommunications, and networking. Provides a general overview of computer networks, and focuses on terminology and current networking environment technologies. Topics to be covered include network topologies, protocols, architectures, components, and operating systems. *Prerequisite: C- or better in Integrated Reading and Writing II (ENG*075) or Introduction to College Reading & Writing (ENG*093) or Introduction to College English (ENG*096) or Reading & Writing VI (ESL*162), or placement into Composition (ENG*101). (Elective Type: G) (Abilities Assessed: 2, 3)*

1217 .....ONLINE .....Staff

**CST*150 Web Design & Development I (a) 3 credits**
Designed primarily for the CIS student, this course will introduce the student to the rudimentary concepts and applications of the HTML, XHTML, Cascading Style Sheets, XML and JavaScript to produce and publish both static and interactive Web sites. Students will produce a Web site that will integrate these techniques in both client- and server-side applications. *Prerequisite:*

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***GO TO MY.COMMNET.EDU FOR A COMPLETE, UP-TO-THE MINUTE LISTING OF COURSES.***

***ROOM ASSIGNMENTS WILL BE POSTED ON CAMPUS THE FIRST DAY OF CLASSES: FRIDAY, JANUARY 21 or MAY BE ACCESSED AT TUNXIS.EDU/COURSES.***

***NO CONFIRMATION OF YOUR REGISTRATION IS MAILED BY THE COLLEGE. UNLESS YOU ARE CONTACTED OTHERWISE, ATTEND THE FIRST CLASS SESSION AS SCHEDULED.***

# NEW MEDIA COURSE

The rise of new media has increased communication between people all over the world and the Internet. It has allowed people to express themselves through blogs, websites, pictures, and other user-generated media. Tunxis offers the following Spring 2016 new media course:

## New Media Perspectives

See page 70 for details.

**Contact Steve Ersinghaus, 860.773.1617**

| CRN | DAY(S) | TIME | INSTRUCTOR |
|---|---|---|---|

*C- or better in Programming Logic and Design with Visual Basic (CSC*126). (Elective Type: G) (Ability Assessed: 2)*

1218 .....M .....6:30-9:10P .....Staff

**CST*193 Introduction to TCP/IP** (a) **3 credits**

Students learn the underlying applications, components, and protocols of TCP/IP and its necessary link to the Internet, and how to identify TCP/IP layers, components, and functions. Navigation tools, TCP/IP services, and troubleshooting methodologies are also discussed. *Prerequisite: C- or better in Network Essentials I (CST*130). (Elective Type: G) (Ability Assessed: 2)*

1600 .....ONLINE .....Staff

**CST*201 Intro. to Management Info. Systems** (a) **3 credits**

Provides the background necessary for understanding the role of information systems in organizations and for using computer tools and technology in solving business problems. Topics include organizational and technical foundations of information systems, theory of information systems design, fundamental database principles, network systems, e-commerce and supply chain systems, information network security management, and meeting global challenges. Microsoft Excel, Access, PowerPoint and Project are used to demonstrate selected topical concepts. *Prerequisite: C- or better in Integrated Reading/Writing II (ENG*075) or Introduction to College Reading & Writing (ENG*093) or Introduction to College English (ENG*096) or Reading & Writing VI (ESL*162), placement into Composition (ENG*101). (Elective Type: G) (Ability Assessed: 5)*

1601 .....T/R.....8:30-9:45A.....Staff

**CST*210 Operating Systems** (a) **3 credits**

Provides a theoretical and practical study of today's operating systems. This course will analyze what operating systems are, what they do, how they do it, and how they compare with each other. Topics such as memory management, process management, device management, and user interfaces will be explored. *Prerequisite: C- or better in Programming Logic and Design with Visual Basic (CSC*126). (Elective Type: G) (Ability Assessed: 2)*

1219 .....ONLINE .....Staff

**CST*230 Network Essentials II** (a) **3 credits**

This course builds on the knowledge gained in Network Essentials I. Topics covered will include network security, wireless and optical networking, voice over IP, and designing and maintaining campus and industrial networks. Hands-on network simulation software will be used throughout the course. *Prerequisite: C- or better in Network Essentials I (CST*130). (Elective Type: G) (Ability Assessed: 2)*

1220 .....T .....6:30-9:10P .....Staff
1221 .....ONLINE .....Staff

**CST*270 Network Security Fund.** (a) ***HYBRID*** **3 credits**

Introduces students to the subject of network security. Topics include security models, authentication, attacks, infrastructure devices, intrusion detection, and the basics of cryptography along with physical security and disaster recovery. This course emphasizes preparing the student for the CompTIA Security+ certification. *Prerequisite: C- or better in Windows Server Administration (CST*163) or permission of Program Coordinator. (Elective Type: G) (Abilities Assessed: 2, 3)*

1222 .....ONLINE .....Staff
1597 .....ONLINE .....Staff

# TUNXIS TECHNOLOGY

The vast majority of computer technology at Tunxis is supported by the Information Technology (I.T.) department and includes:

## COMPUTER CENTER'S OPEN COMPUTER LAB

For all currently-enrolled students with both PC and MAC computers accessible. The full range of applications taught at the College is available along with special multi-media workstations. Printing is regulated according to an established I.T. policy. Check with I.T. staff for policy details. Help Desk staff are on duty at all times to answer questions and assist students experiencing difficulty using the equipment.

## PC-BASED CLASSROOMS

Multiple Tunxis classrooms are equipped with computer workstations for enrolled student with all appropriate software provided for course work.

## MAC-BASED CLASSROOMS

Two classrooms with Apple computer workstations and laser printers are continuously updated and maintained to support students enrolled in various Graphic Design and Fine Arts courses.

## OTHER CLASSROOMS

Nearly every general-purpose classroom on campus is equipped with an instructor's computer workstation and multimedia presentation equipment.

## COMPUTER CENTER HOURS OF OPERATION

Monday through Thursday: 8:00am-9:30pm
Friday: 8:00am-4:00pm

Hours vary during semester breaks and subject to change. See posted schedule in Computer Center.

| CRN | DAY(S) | TIME | INSTRUCTOR |
|---|---|---|---|

## CRIMINAL JUSTICE

**CJS*101 Introduction to Criminal Justice — 3 credits**

A survey of the evolution, principles, concepts, and practices of law enforcement. The structure and organization of our courts is examined with regard to the administration of criminal justice. Topics include the American model of criminal justice, police and the community, police and the Constitution, and the American legal system. *(Elective Type: G) (Ability Assessed: 4)*

| | | | |
|---|---|---|---|
| 1223 | M/W | 8:30-9:45A | Marchand, R. |
| 1224 | M/W | 11:30A-12:45P | Marchand, R. |
| 1225 | W | 6:30-9:10P | Staff |
| 1226 | ONLINE | | Staff |

**CJS*102 Introduction to Corrections — 3 credits**

Study of the history, philosophy and evolution of corrections. An examination is included of the processes used by our courts, which result in sentencing of offenders: probation, parole, treatment programs and rehabilitation models. A study of punishment is undertaken and the functions that our jails and prisons provide are reviewed. Topics include plea bargaining, speedy trial, sentencing, prisoners' rights, victimization, and juvenile justice. *(Elective Type: G) (Ability Assessed: 10)*

| | | | |
|---|---|---|---|
| 1227 | M/W | 10:00-11:15A | Staff |
| 1228 | M | 6:30-9:10P | Staff |
| 1229 | ONLINE | | Waterhouse |

**CJS*105 Introduction to Law Enforcement — 3 credits**

A comprehensive examination of the public safety and law-enforcement functions of government in a modern society. Considered are the evolution, history and philosophy of the law-enforcement function; the role of the police in a democratic and pluralistic society; police accountability, corruption and deviance; police operational principles and practices; and current problems confronting the police in their relationship to the community they serve. *(Elective Type: G) (Ability Assessed: 6)*

| | | | |
|---|---|---|---|
| 1230 | T/R | 10:00-11:15A | Waterhouse |

**CJS*120 Police and the Community — 3 credits**

An investigation of the numerous and complex factors involved in human relations in policing and police management. Students will also examine police practices that have resulted in disputed public responses. *Prerequisite: C- or better in Introduction to Criminal Justice (CJS*101). (Elective Type: G) (Ability Assessed: 3)*

| | | | |
|---|---|---|---|
| 1232 | ONLINE | | Staff |

**CJS*155 Probation Practices and Policies (a) — 3 credits**

A comprehensive examination of probation services, current practices, and policies for both juvenile and adult offenders. This course will consider local, state, and federal models for the delivery of probation services, as well as innovative and experimental approaches. Students will explore the functions and duties of probation officers, including pre-sentence investigations, risk assessments, strategies for supervision and counseling, community resource development, supervision of sexual offenders, addiction services, and Alternative to Incarceration Programs. *Prerequisite: C- or better in Introduction to Criminal Justice (CJS*101). (Elective Type: G) (Ability Assessed: 10)*

| | | | |
|---|---|---|---|
| 1233 | T | 6:30-9:10P | Staff |

# CRIMINAL JUSTICE

Tunxis helps students gain the necessary skills to move ahead in the criminal justice field, whether that work involves responding to a police emergency, keeping order in a correctional facility, or working behind the scenes to solve crimes, counsel victims or supervise probationers. Career opportunities in the growing area of criminal justice include positions in corrections, probation, police departments, criminal investigation, court administration, and much more.

The criminal justice faculty at Tunxis have backgrounds in a number of criminal justice career areas, excellent academic credentials, and broad experience working with students.

**Contact:**
**Jessica Waterhouse,**
**C.J. Program Coordinator,**
**860.773.1646**

### ELECTIVE TYPES:

*AH = Art History*
*E = English*
*FA = Fine Arts*
*FL = Foreign Language*
*G = General*
*HI = History*
*HU = Humanities*
*LA = Liberal Arts*
*M = Mathematics*
*S = Science*
*SS = Social Sciences*

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| CRN | DAY(S) | TIME | INSTRUCTOR |
|---|---|---|---|

**CJS*211 Criminal Law I** (a) **3 credits**

Introduction to the theory, history, and purpose of criminal law. Included is a study of offenses such as those against the person, against habitation and occupancy, and against property. The Connecticut Penal Code is discussed. *Prerequisite: C- or better in Integrated Reading & Writing II (ENG*075) or Introduction to College Reading & Writing (ENG*093) or Introduction to College English (ENG*096) or Reading & Writing VI (ESL*162), or placement into Composition (ENG*101), AND C- or better in Evidence and Criminal Procedure (CJS*213)). (Elective Type: G) (Ability Assessed: 5)*

1234 .....R.....6:30-9:10P .....Staff

**CJS*213 Evidence and Criminal Procedure** (a) **3 credits**

A study of criminal procedure as applied to arrest, force, search, and seizure, this course considers the evaluation of evidence and proof with regard to kind, degree, admissibility, competence, and weight. *Prerequisites: C- or better in Introduction to Criminal Justice (CJS*101) AND C- or better in US History I (HIS*201) OR US History II (HIS*202). (Elective Type: G) (Ability Assessed: 2)*

1235 .....ONLINE .....Staff

**CJS*244 Community Based Corrections** (a) **3 credits**

The relationship between institutional confinement and community-based supervision is examined. Probation and parole programs are examined in terms of organization and administration. Includes a study of programs and activities that are rehabilitative and community reintegration. *Prerequisite: C- or better in Integrated Reading & Writing II (ENG*075) or Introduction to College Reading & Writing (ENG*093) or Introduction to College English (ENG*096) or Reading & Writing VI (ESL*162), or placement into Composition (ENG*101), and C- or better in Introduction to Criminal Justice (CJS*101) or Introduction to Corrections (CJS*102).) (Elective Type: G) (Ability Assessed: 10)*

1236 .....ONLINE .....Staff

**CJS*255 Ethical Issues in Criminal Justice** (a) **3 credits**

Provides students with an understanding of the necessity of high standards of ethical and moral behavior in our justice process. Areas of focus include ethical and moral issues in personal, social, and criminal justice contexts. Comprehensive coverage is achieved through focus on law enforcement, legal practice, sentencing, corrections, research, crime control policy and philosophical issues. *Prerequisite: C or better in Introduction to Criminal Justice (CJS*101) AND Introduction to Corrections (CJS*102), and C- or better in Integrated Reading & Writing II (ENG*075) OR Introduction to College Reading and Writing (ENG* 093) or Introduction to College English (ENG*096) or Reading & Writing VI (ESL*162), or placement into Composition (ENG*101). (Elective Type: G) (Ability Assessed: 3)*

1237 .....T.....11:30A-12:45P ***HYBRID*** .....Marchand, R.

**CJS*281 Transportation & Border Security** (a) **3 credits**

Provides an overview of modern border and transportation security challenges, as well as different methods employed to address these challenges. The course covers a time period from post September 11, 2001 to the present. The course explores topics associated with border security and security for transportation infrastructure, to include: seaports, ships, aircraft, airports, trains, train stations, trucks, highways, bridges, rail lines, pipelines, and buses. The course will include an exploration of technological solutions employed to enhance security of borders and transportation systems. Students will

# CAREERS IN CRIMINAL JUSTICE

One of the interesting things about criminal justice careers is that most people only think of jobs relating to law enforcement, but in truth, there is much more to this particular sector.
In fact, some criminal justice careers might be surprising since they seem a little disconnected but all of the different opportunities listed below fall under the same umbrella and play a key role in the overall criminal justice system.

ATF Agent
Bailiff
CIA Agent
Coast Guard
Compliance Officer
Computer Forensics
Corrections Officer
Crime Scene Investigator
Criminalist
Criminologist
Customs Agent
DEA Agent
FBI Agent
Forensic Psychology
Forensic Science
Homeland Security
ICE Agent
Law Enforcement Officers
Secret Service
US Marshall

For details visit http://criminal-justice-jobs.org

**Contact Jessica Waterhouse**
**C.J. Program Coordinator**
**860.773.1646**

| CRN | DAY(S) | TIME | INSTRUCTOR |
|---|---|---|---|

be required to discuss the legal, economic, political, and cultural concerns and impacts associated with transportation and border security. The course provides students with a knowledge level understanding of the variety of challenges inherent in transportation and border security. *Prerequisite: C- or better in Intelligence Analysis and Security Management (CJS*158). (Elective Type: G) (Ability Assessed: 2)*

1631 .....T.....6:30-9:10P .....Staff

**CJS*290 Practicum in Criminal Justice** (a) **3 credits**

Open to students in Criminal Justice programs, this practicum offers participants the opportunity to put learned theory to practical application. Assignments are individualized and may vary. Those who are not currently employed in a field directly related to their program may be assigned either to a research project or a supervised internship experience. Those currently employed in a field directly related to their study will be required to relate their experiences through appropriate assignments. This course, but not the assignment, may be repeated once. *Prerequisites: Enrollment in Criminal Justice program AND permission of the Program Coordinator. (Elective Type: G) (Abilities Assessed: 1, 2, 3, 4, 5, 6, 7, 8, 9, 10, 11)*

1238 .....ONLINE .....Waterhouse

**CJS*294 Contemporary Issues in Criminal Justice** (a) **3 credits**

The effects of contemporary trends upon the police, the courts, and the correctional processes are studied. Emphasis is on research and methodology as useful tools in criminal justice planning. Topics include secrecy and the police, court plea bargaining, and prisoners' rights. *Prerequisite: C- or better in Integrated Reading & Writing II (ENG*075) or Introduction to College Reading & Writing (ENG*093) or Introduction to College English (ENG*096) or Reading & Writing VI (ESL*162), or placement into Composition (ENG*101), and C- or better in Introduction to Criminal Justice (CJS*101) or Introduction to Corrections (CJS*102). (Elective Type: G) (Ability Assessed: 11)*

1240 .....R.....11:30A-12:45P ***HYBRID*** .....Marchand, R.

## DENTAL ASSISTING (Allied Health)

***NOTE: A minimum grade of C in Dental courses is required for progression in the program. Courses are open to admitted dental assisting students only. Additional program fee charged.***

**DAS*170 Practice Management, Law & Ethics for the DA** (a) **2 credits**

Examination of current biomedical issues related to ethical decision making, employee rights and responsibilities, and standards related to dental practice management. The Connecticut State Dental Practice Act is compared with other practice acts in various states. *Prerequisite: Matriculation in the Dental Assisting Program. (Elective Type: G) (Ability Assessed: 3)*

1614 .....T.....8:30-10:10A ***HYBRID***.....Staff

**DAS*172 Dental Assisting Clinical Externship Experience** (a)(b) **7 credits**

Students gain clinical experience assisting a dentist as an integral part of the educational program designed to perfect students' competence in performing chairside assisting functions. Students must have a minimum of 300 hours of clinical experience. A daily record of professional activities will be kept by the

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# DENTAL ASSISTING

This 11-month certificate program offers preparation in chairside assisting and related office and laboratory procedures under the direction and supervision of the dentist.

The Dental Assisting program offers educational and clinical experience with current technologies including digital radiographs and computer technology in our brand new, state-of-the-art dental facility. The program will prepare students to take the Dental Assisting National Board exam. Passing the three segments of the DANB exam is a requirement for certification.

To apply for the program you will be required to fill out an application and take an entrance exam. If you have taken College Level 100 English/Math you are not required to take this exam. Official transcripts must be provided to the program coordinator.

**For complete information, go to tunxis.edu**
**OR**
**Contact Erin Annecharico, Program Coordinator at 860.773.1680.**

| CRN | DAY(S) | TIME | INSTRUCTOR |
|---|---|---|---|

student and provided to the course instructor for review. Lecture and seminars will be conducted weekly with a focus and discussion on the clinical experience and preparation for Dental Assisting National Board General Chairside Exam. *Prerequisite: C or better in all previous coursework in the Dental Assisting program; Co-requisite: Practice, Management, Law and Ethics (DAS*170); Other Requirements: Current certification DANB RHS & CPR/First Aid.) (Ability Assessed: 2)*

1615 .....R (Lecture).....10:00-10:50A .....Staff
T (Seminar) .....10:20-11:20A .....Staff
M/W/F (Clinic) .....Individually Scheduled.....Staff

## DENTAL HYGIENE (Allied Health)

***NOTE: A minimum grade of C is required in all courses for progression in the program. Courses are open to admitted dental hygiene students only. Additional program fee charged.***

### DHY*207 Standards, Ethics and Jurisprudence for the Dental Hygienist (a) 2 credits

Examination of current biomedical issues related to ethical decision making, employee rights and responsibilities, and standards related to dental hygiene practice management. The Connecticut State Dental Practice Act is compared with other practice acts in various states. *Prerequisite: Matriculation into the Dental Hygiene Program. (Elective Type: G) (Ability Assessed: 3)*

1616 .....F .....10:30A-12:20P.....Staff

### DHY*233 Oral Medicine and Pathology (a) 2 credits

Introduces the student to the results of local, as well as systemic conditions that have oral manifestations. The student will become familiar with the disease processes that impact patient care. *Prerequisites: C or better in Fundamentals of Dental Hygiene Theory (DHY*209), Fundamentals of Dental Hygiene Clinic (DHY*210), AND Histology and Oral Anatomy for the Dental Hygienist (DHY*228). (Elective Type: G)*

1617 .....F .....1:00-2:47P .....Staff

### DHY*239 Dental Hygiene II Theory (a) 2 credits

Presents the principles and assessment of oral health, dental hygiene care planning, treatment methods, and the preventive measures employed against dental disease. The course establishes the scientific principles of disease prevention and focus is on instrumentation techniques. An overview of dental specialties is also included. *Prerequisites: C or better in Fundamentals of Dental Hygiene Theory (DHY*209), Fundamentals of Dental Hygiene Clinic (DHY*210), Diagnostic Radiography for the Dental Hygienist (DHY*212), AND Histology and Oral Anatomy for the Dental Hygienist (DHY*228). (Note: This course must be taken concurrently with Dental Hygiene II Clinic (DHY*240).) (Elective Type: G)*

***NOTE: Students who select CRN #1619 MUST also select either CRN #1621 OR #1622.***

1619 .....T .....1:00-2:47P .....Staff
1621 .....T (Seminar) .....3:00-3:54P .....Staff
1622 .....T (Seminar) .....4:00-4:54P .....Staff

### DHY*240 Dental Hygiene II Clinic (a) 2 credits

Clinical application of principles and assessment of oral health, dental hygiene care planning, treatment methods, and preventive measures employed against dental disease. Student self-assessment of clinical skills is required. *Prerequisites: C or better in Fundamentals of Dental Hygiene Theory (DHY*209), Fundamentals of Dental Hygiene Clinic (DHY*210), Diagnostic Radiography for the Dental Hygienist (DHY*212), and Histology and Oral Anatomy for the*

# DENTAL HYGIENE PROGRAM

The Tunxis Community College Dental Hygiene program provides the skills and knowledge necessary to function effectively as an integral member of the dental health team. The program has a 30 year affiliation with University of Connecticut School of Dental Medicine. The program utilizes the facilities of the University of Connecticut School of Dental Medicine, federal, state and local hospitals, and community health clinics. Graduates of the program are eligible to take the examinations for licensure given by National and North East Regional Boards. Graduates who pass both boards are eligible for a Connecticut license. The program is the only state supported dental hygiene program in Connecticut.

## ADMISSIONS OVERVIEW

*The applicant must submit ALL of the following by the December 1 deadline:*

- All college transcripts
- Two letters of recommendation
- A personal statement: Please provide a comprehensive biographical sketch of no more than 250 words that includes information to assist the Admissions Committee in "getting to know you better."

In addition to the admission requirements, prior to the start of the first semester of the program:

- Applicant must complete Anatomy & Physiology II with a grade of C or better.
- Applicant must complete either Microbiology or Nutrition for the Health Care Provider with a grade of C or better.

**For complete information, go to tunxis.edu**
**OR**
**Contact Diana Himmel, Allied Health Dept. Chair**

**To schedule an appointment with a member of the Admissions staff contact the Admissions Office at 860.773.1490**

| CRN | DAY(S) | TIME | INSTRUCTOR |
|---|---|---|---|

*Dental Hygienist (DHY*228). (Note: This course must be taken concurrently with Dental Hygiene II Theory (DHY*239).) (Elective Type: G)*

1623 .....Individually Scheduled.....Staff

**DHY*279 Dental Hygiene IV Theory** (a)(b) **2 credits**

Presents a complete, comprehensive integration of the student's basic science and dental science education as it relates to the theory of assessment, education, treatment planning, delivery of care, and evaluation in the contemporary practice of dental hygiene. *Prerequisites: C or better in both Dental Hygiene III Theory (DHY*259) and Dental Hygiene III Clinic (DHY*260). (Note: This course must be taken concurrently with Dental Hygiene IV Clinic (DHY*280).) (Elective Type: G) (Ability Assessed: 10)*

1624 .....R.....1:00-3:40P .....Nocera

***On-campus dates: 1/21, 1/28, 2/18, 2/25, 3/3, 3/10, 4/7, 4/14, 4/21, 5/12***

**DHY*280 Dental Hygiene IV Clinic** (a) **3 credits**

Presents a complete, comprehensive integration of the student's basic science and dental science education as it relates to the clinical application of assessment, education, treatment planning, delivery of care, and evaluation in the contemporary practice of dental hygiene. Student self-assessment of clinical performance is required. *Prerequisites: C or better in Dental Hygiene III Theory (DHY*259), Dental Hygiene III Clinic (DHY*260), Periodontics (DHY*262), Pharmacology (DHY*264), Dental Hygiene Research Seminar I (DHY*269). Note: This course must be taken concurrently with Dental Hygiene IV Theory (DHY*279). (Elective Type: G)*

1625 .....Individually Scheduled.....Nocera

**DHY*287 Community Oral Health II** (a)(b) **3 credits**

Provides a continuation of Community Oral Health I. Principles of public health practice will be emphasized using a community based process for health promotion and disease prevention activities and the application of research methodology. *Prerequisites: C or better in Dental Hygiene III Theory (DHY*259), Dental Hygiene III Clinic (DHY*260), Dental Hygiene Research Seminar I (DHY*269), and Community Oral Health I (DHY*267). (Elective Type: G)*

1626 .....T.....1:00-3:40P .....Knowles

***On-campus dates: 1/26, 2/9, 2/23, 3/1, 3/8, 3/29, 4/5, 4/19, 5/3, 5/10***

Clinic .....Individually Scheduled.....Knowles

**DHY*289 Dental Hygiene Research Seminar II** (a) **1 credit**

Provides a continuation of Dental Hygiene Research Seminar I focusing on application of the scientific method using the research design most appropriate to the hypothesis or research question under consideration. *Prerequisites: C or better in Dental Hygiene III Theory (DHY*259), Dental Hygiene III Clinic (DHY*260), Dental Hygiene Research Seminar I (DHY*269), Community Oral Health I (DHY*267). (Elective Type: G) (Ability Assessed: 5)*

1627 .....T.....1:00-3:40P .....Staff

***On-campus dates: 2/2, 2/16, 3/15, 4/12, 4/26***

**DHY*295 Dental Hygiene Capstone Portfolio Experience** (a) **1 credit**

A graduation requirement that assists students in developing a portfolio demonstrating competency of Tunxis Community College Institutional and Dental Hygiene Program outcomes. This experience is initiated at the beginning of the dental hygiene curriculum and expanded on each semester. The capstone portfolio experience is completed by the student and evaluated by an interdepartmental

## DENTAL HYGIENE PROGRAM GOALS

***The development of competent and self-confident oral health practitioners who:***

as self-directed thinkers and decision makers adapt to change and challenge,

value education as an ongoing process and not the end product,

exhibit the integrity and ethics that are necessary to insure the delivery of quality dental care to a diverse population,

commit and actively contribute to the betterment of the dental professions,

improve public understanding and appreciation of oral health and its integral importance to individual and community health,

reflect the current state of the art of allied dental practice.

**For complete information, go to tunxis.edu OR Contact Diana Himmel, Allied Health Dept. Chair**

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| CRN | DAY(S) | TIME | INSTRUCTOR |
|---|---|---|---|

committee during the last semester prior to graduation. *Prerequisites: C or better in Dental Hygiene III Theory (DHY*259), Dental Hygiene III Clinic (DHY*260), Community Oral Health I (DHY*267), and Dental Hygiene Research Seminar I (DHY*269). (Elective Type: G) (Abilities Assessed: 2, 6, 11)*

1628 .....R.....1:00-3:40P ..... Turcotte
***On-campus dates: 2/4, 2/11, 3/17, 3/31, 4/27***

## EARLY CHILDHOOD EDUCATION

**ECE*101 Intro. to Early Childhood Education** (a) **3 credits**
Designed to acquaint students with the field of early care and education. Foundations of early childhood education, an overview of curriculum content, and significant aspects of child growth and development will be presented. Twenty hours of observation and participation at the Early Childhood Center of Tunxis Community College, or another approved site, is a requirement. *Prerequisites: C- or better in Integrated Reading and Writing I (ENG*065); or placement into Integrated Reading & Writing II (ENG*075) or Introduction to College Reading & Writing (ENG*093) or Introduction to College English (ENG*096) or Reading & Writing VI (ESL*162). (Elective Type: G) (Ability Assessed: 10)*

1241 .....T/R.....1:00-2:15P .....Kiermaier
1242 .....T.....6:30-9:10P .....Staff

**ECE*103 Creative Experience/Children** (a) **3 credits**
Exploration of a wide variety of creative media suitable for use with young children. Students will experiment with and utilize techniques and methods appropriate for working with young children. Emphasis is given to creative experiences as they impact on the development of young children. *Prerequisite: C- or better in Integrated Reading and Writing I (ENG*065); or placement into Integrated Reading and Writing II (ENG*075) or Introduction to College Reading and Writing (ENG*093) or Introduction to College English (ENG*096) or Reading & Writing VI (ESL*162). (Elective Type: G) (Abilities Assessed: 1, 6)*

1243 .....M.....3:30-6:10P .....Kiermaier

**ECE*106 Music and Movement for Children** (a) **3 credits**
Introduction to a variety of musical activities for young children, including rhythmic play, basic rhythmic instruments, songs, and circle games. Methods to encourage child participation in activities will be stressed. Music and movement as an important aspect in the development of the whole child—physically, socially, emotionally and mentally—will be explored. *Prerequisite: C- or better in Integrated Reading and Writing I (ENG*065); or placement into Integrated Reading & Writing II (ENG*075) or Introduction to College Reading & Writing (ENG*093) or Introduction to College English (ENG*096) or Reading & Writing VI (ESL*162). (Elective Type: G/LA) (Ability Assessed: 1)*

1244 .....T/R.....5:00-6:15P .....Kiermaier

**ECE*176 Health, Safety and Nutrition** (a) **3 credits**
Helps students realize the importance of the relationship between adequate health, safety, and nutrition practices, and the young child's well-being. Development of age-appropriate curriculum and activities to foster lifelong favorable habits and attitudes will be addressed. Students will participate in creating healthy snacks and meal menus following USDA Guidelines for Meeting Nutrition Standards. Developmentally-appropriate nutrition experiences for young children will also be created by students. *Prerequisite: C- or better in in Integrated Reading and Writing I (ENG*065), or placement*

# EARLY CHILDHOOD EDUCATION DEGREE PROGRAM

Provides students with the skills and competencies necessary to work effectively with young children, birth through age eight, in the field of professional childcare and education. The program will prepare qualified students for positions as teachers and assistant teachers in a variety of child-care settings. Instruction is designed to be practical for prospective teachers as well as individuals already in the field. In addition, the program will prepare students for academic work at the baccalaureate level.

Jobs in the child care services industry are expected to grow. Opportunities for self employment in this industry are among the best in the economy, with approximately 40% of workers currently self-employed.

**Contact Jacalyn Coyne, Early Childhood Education Program Coordinator, 860.773.1615**

| CRN | DAY(S) | TIME | INSTRUCTOR |
|---|---|---|---|

*into Integrated Reading & Writing II (ENG*075) or Introduction to College Reading & Writing (ENG*093) or Introduction to College English (ENG*096) or Reading & Writing VI (ESL*162). (Elective Type: G) (Ability Assessed: 10)*

1245 .....W.....6:30-9:10P .....Staff

**ECE*210 Observation, Participation and Seminar** (a) **3 credits**

Increases objectivity in observing and interpreting of children's behavior, and increase the awareness of normal patterns of behavior. Students will visit, observe, and participate in an early childhood setting, approved by the instructor, for two hours per week. Weekly seminar sessions with the instructor will be held to discuss and plan for the children's learning needs. *Prerequisites: Permission of the Program Coordinator AND C- or better in Introduction to Early Childhood Education (ECE*101), Child Development (PSY*203), and Composition (ENG*101). (Elective Type: G) (Abilities Assessed: 2, 3)*

1246 .....R.....6:30-9:10P .....Staff

**ECE*215 The Exceptional Learner** (a) **3 credits**

Exposes students who will work in an educational setting to laws, guidelines, and procedures related to instruction for special education students; assists educators in understanding the needs of students with exceptionalities; and helps enable the identification of characteristics, issues, and instructional considerations for students with disabilities. In addition to classwork, there is a field observation/experience requirement. This course fulfills requirements toward a certificate from the State of Connecticut for the teaching of English to speakers of other languages. *Prerequisites: C- or better in Composition (ENG*101) AND General Psychology I (PSY*111), OR equivalent as determined by department chairperson. (Elective Type: G) (Ability Assessed: 2)*

1247 .....M.....6:30-9:10P .....Staff

**ECE*241 Methods and Techniques for Infant/Toddler Care** (a) **3 credits**

Introduces students to the concept of infant/toddler education. Presents theoretical knowledge and practical skills necessary to create an infant/toddler curriculum in an inclusive environment. Reviews the development of the child from birth to 36 months in areas of attachment, perception, motor skills, cognition, language, emotions, and social skills. Several curriculum models will be explored. Students will learn ways to interact with children under three through studies of learning games, language activities, music, movement, and dramatic play. Developmentally appropriate toys and books will be reviewed. In addition to classwork, there is a field observation/experience requirement. *Prerequisite: C- or better in Infant/Toddler Growth and Development (ECE*141) OR permission of Program Coordinator. (Elective Type: G) (Ability Assessed: 5)*

1248 .....M.....6:30-9:10P .....Staff

**ECE*275 Child, Family, and School Relations** (a) **3 credits**

An in-depth look at the child, the family, and the relationship between the school and the family. An understanding of and the guidance of child behavior will be examined, as well as how to communicate with families. Students will identify today's families, and how schools can develop working relationships with the family. *Prerequisites: C- or better in Child Development (PSY*203) OR Principles of Sociology (SOC*101). (Elective Type: G) (Ability Assessed: 10)*

1249 .....W.....3:30-6:10P .....Kiermaier

## ELECTIVE TYPES:

*AH = Art History*
*E = English*
*FA = Fine Arts*
*FL = Foreign Language*
*G = General*
*HI = History*
*HU = Humanities*
*LA = Liberal Arts*
*M = Mathematics*
*S = Science*
*SS = Social Sciences*

**GO TO MY.COMMNET.EDU FOR A COMPLETE, UP-TO-THE MINUTE LISTING OF COURSES.**

# EARLY CHILDHOOD EDUCATION ADMINISTRATION CERTIFICATE

Administrators and directors of child-care facilities have many responsibilities including business operations, staff training, and the planning of an appropriate learning environment for young children. To accomplish these tasks successfully, the individual must have skills in business management and leadership, and be knowledgeable in child development and evelopmentallyappropriate practices. This certificate program is designed to provide a well-balanced quality education to both current and prospective administrators and directors, to enable them to work effectively with their staffs as well as with the diverse population of children and families they serve, and to manage the day-to-day operations of a business.

**Contact Jacalyn Coyne, Early Childhood Education Program Coordinator, 860.773.1615**

| CRN | DAY(S) | TIME | INSTRUCTOR |
|---|---|---|---|

**ECE*295 Student Teaching Practicum** (a) **6 credits**

Provides 220 hours of supervised student teaching in the Tunxis Early Childhood Center, on campus, or in an approved NAEYC-accredited cooperating early childhood program in the community. Student teachers will apply child development theory to a learning environment and work with children under close supervision. Student teachers will plan, organize, implement, and evaluate classroom learning experiences and attend a weekly seminar for discussions of issues in Early Childhood Education and their student teaching experience. Special projects are included. *Prerequisites: Program enrollment, permission of the Program Coordinator, and a grade of C- or better in all of the listed courses - Introduction to Early Childhood Education (ECE*101), Creative Experiences/Children (ECE*103), Health, Safety, Nutrition (ECE*176), Observation, Participation & Seminar (ECE*210), Exceptional Learner (ECE*215), and Early Language & Literacy Development (ECE*231). (Elective Type: G) (Abilities Assessed: 2, 3)*

1250 .....M .....3:30-6:10P .....Coyne

## EARTH SCIENCE

**EAS*102 Earth Science** **3 credits**

An introductory overview of our planet, earth, including important aspects of physical and historical geology: rock types, minerals, plate tectonics and estimates of the age of the earth, land forms, ground water, and erosion; physical oceanography: oceans, currents and water masses; meteorology: weather systems, wind-ocean interactions and climatology; astronomy: planets and moons in our solar system and the sun. This course qualifies as a science elective for non-science majors. *Field trips may be required. (Elective Type: G/LA/S) (Ability Assessed: 8)*

1251 .....M/W .....3:30-4:45P .....Staff
1252 .....T/R.....8:30-9:45A.....Staff
1253 .....OLCR.....Staff

***OLCR=Online with Campus Requirements.***
***On campus exam dates: To be announced (5:00-6:15P).***

**EAS*106 Natural Disasters** **3 credits**

This course provides an introduction to the causes, occurrence and consequences of natural disasters. Students will analyze the physical causes as well as the distribution and frequency of disasters such as earthquakes, volcanoes, hurricanes, floods, mass wasting, severe weather, tsunamis, wildfires, and extraterrestrial impacts. Case studies will include local and regional examples of historical and recent disasters. The course will focus on naturally occurring disasters, but will also consider the role of human activities in both contributing to and mitigating natural disasters. *(Elective Type: G/LA/S) (Ability Assessed: 8)*

1254 .....F .....9:00-11:40A.....Staff

## ECONOMICS

**ECN*101 Principles of Macroeconomics** (a) **3 credits**

Introduction to aggregate economic phenomena and processes, and fundamental economic concepts of supply and demand, exchange and specialization, and international trade. Topics include national income accounting, the circular flow of money, income and spending, the monetary system of the economy, unemployment and inflation, determination of national income and employment, monetary and fiscal policy, and economic growth and development. *Prerequisites: C- or better in Integrated Reading & Writing II (ENG*075) or Introduction to College Reading & Writing (ENG*093) or Introduction to College English (ENG*096) or Reading & Writing VI (ESL*162), or placement into Composition (ENG*101); and C- or better in Pre-Algebra and Elementary*

# VETERANS' OASIS AT TUNXIS

Founded in 2009, Veterans' Oasis at Tunxis is a gathering spot for students enrolled at Tunxis who are military veterans. Veterans' OASIS (Operation Academic Support for Incoming Service members), is a welcoming environment for returning veterans to socialize, study, and meet as they transition from military life back to civilian life.

The Veterans' Oasis was expanded in 2012, and now has two social rooms as well as a computer and study area.

## NOTES...

(a) Indicates that prerequisite or co-requisite to courses as listed in the course description must be met prior to registering.

(b) Student must attend laboratory, clinic, clinic seminar or computer component associated with this course. This component may/may not require additional time outside scheduled class.

(d) Developmental courses do not satisfy English Mathematics credit requirements and cannot be counted as college credit for graduation or for transfer to another institution. Student will not be allowed to take credit level English/Mathematics while enrolled in these courses.

(e) Course may not satisfy degree or certificate program requirement. See course description.

($) Additional Fee for Lab course.

($$) Additional Fee for Studio course.

| CRN | DAY(S) | TIME | INSTRUCTOR |
|---|---|---|---|

*Algebra (MAT*085) or Introductory Algebra (MAT*094) or Elementary Algebra Foundations (MAT*095) OR placement into credit level mathematics. (Elective Type: G/SS) (Ability Assessed: 10)*

1255 ..... M/W ..... 10:00-11:15A ..... Staff
1256 ..... T/R ..... 1:00-2:15P ..... Blaszczynski
1257 ..... M ..... 6:30-9:10P ..... Blaszczynski
1258 ..... ONLINE ..... Staff

***NOTE: All ECN*101 offerings utilize MyEconLab software.***

**ECN*102 Principles of Microeconomics** (a) **3 credits**

Markets and determination of price and output in product, resource, and financial markets are studied. Topics include consumer and producer theory, demand and supply elasticities, international finance, competition and monopoly, functional and individual income distribution, poverty, and government intervention in markets. *Prerequisites: C- or better in Integrated Reading & Writing II (ENG*075) or Introduction to College Reading & Writing (ENG*093) or Introduction to College English (ENG*096) or Reading & Writing VI (ESL*162), or placement into Composition (ENG*101); and C- or better in Pre-Algebra and Elementary Algebra (MAT*085) or Introductory Algebra (MAT*094) or Elementary Algebra Foundations (MAT*095) OR placement into credit level mathematics. (Elective Type: G/SS) (Ability Assessed: 10)*

1259 ..... M/W ..... 1:00-2:15P ..... Blaszczynski
1260 ..... T/R ..... 11:30A-12:45P ..... Staff
1261 ..... W ..... 6:30-9:10P ..... Blaszczynski
1262 ..... ONLINE ..... Staff

***NOTE: All ECN*102 offerings utilize MyEconLab software.***

## ELECTRICAL ENGINEERING TECHNOLOGY

**EET*103 Fundamentals of Electricity** (a)($) **4 credits**

Basic electricity is surveyed including DC and AC circuits, Ohm's Law, analysis of series, parallel circuits and series-parallel circuits, theory and operations of transformers, capacitors, and inductors and their analysis and inclusion in electrical circuits. Three hour lecture, three hour lab. *Prerequisite: C- or better in Intermediate Algebra (MAT*137) or Elementary & Intermediate Algebra Combined (MAT*139). (Elective Type: G) (Ability Assessed: 7)*

1263 ..... T ..... 2:00-4:50P ..... Staff
R (Lab) ..... 2:00-4:50P ..... Staff

***NOTE: CRN #1236 and #1237 are taught together in the same classroom. Students who register for EET*103 may not register for EGR*221.***

## ENGINEERING SCIENCE

**EGR*105 Robotics: Construction & Design** (a)($) **4 credits**

Explore the multidisciplinary world of robotics, and its relevance to current humanitarian, social, and environmental concerns. Modeling fields of science and engineering, this class will be based on teamwork and cooperative problem solving in a supportive, hands on, laboratory environment. Solutions to a series of challenges will be designed, constructed, tested, and revised by students working together in groups. A standard, modular, mobile robotics system will be used to design and construct robots capable of carrying out a single task or multiple tasks related to a variety of applications. The role of science, engineering and technology in modern society will also be explored. *(Elective Type: G) (Ability Assessed: 7)*

1265 ..... T/R ..... 10:00A-12:40P ..... Szepanski


# PAGES CAFÉ

**next to the Library at Tunxis Community College**

Grab a friend and visit the "go to" place on campus. Stop in for a delicious cup of freshly ground gourmet coffee before going to class. Add to the coffee a bagel, yogurt, muffin, or fruit cup and you're ready for anything. Come back later for a Half-A-Wrap with a side salad or try one of our freshly made tossed, chef, antipasto, tuna or chicken salads. Add a tasty snack and cold drink for a healthy and complete afternoon meal, early dinner, or study break. Brilliant!

Harvest Bakery Inc.

Pages Café features items from Harvest Bakery. Stop in to enjoy a variety of baked treats delivered fresh every day.


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| CRN | DAY(S) | TIME | INSTRUCTOR |
|---|---|---|---|

**EGR*111 Introduction to Engineering** (a) **3 credits**

Introduces students to engineering and the engineering profession through the application of physical conservation principles in analysis and design. Topics include dimensions and units, conservation of mass, momentum, energy and electric charge, static force balances, material properties and selection, measurement errors, mean and standard deviation, elementary engineering economics, and design projects. *Prerequisite: C- or better in Intermediate Algebra (MAT*137) or Elementary & Intermediate Algebra Combined (MAT*139). (Elective Type: G) (Ability Assessed: 7)*

1266 ..... T/R ..... 5:00-6:15P ..... Szepanski
1267 ..... ONLINE ..... Szepanski

**EGR*115 Programming for Engineers** (a) **3 credits**

Introduces engineering students to structured and object-oriented programming methods. Students will examine and solve a variety of engineering problems. Students will design, code and execute modular programs using an object-oriented language such as C++ or Java. The course will include the use of abstract data types in solving classical engineering problems. *Prerequisite: C- or better in Intermediate Algebra (MAT*137) or Elementary & Intermediate Algebra Combined (MAT*139). (Elective Type: G) (Ability Assessed: 7)*

1268 ..... R ..... 6:30-9:10P ..... Staff

**EGR*211 Engineering Statics** (a) **3 credits**

Fundamentals of statics, including the resolution and composition of forces, the equilibrium of force systems, the analysis of forces acting on structure and machines, centroids, and moment of inertia. *Prerequisite: C- or better in Calculus II (MAT*256) may be taken concurrently. (Elective Type: G) (Ability Assessed: 7)*

1269 ..... T ..... 6:30-9:10P ..... Staff

**EGR*221 Intro. to Electric Circuit Analysis** (a)($) **4 credits**

An introduction to the techniques of analog circuit analysis. Topics include voltage, amperage, capacitance, inductance, node-voltage analysis, mesh-current analysis. Essential electrical components such as resistors, diodes, capacitors, inductors and operational amplifiers will be introduced and explored as well. The course will be supported by the use of the computer simulation programs and with lab work covering introductory circuit analysis. *Prerequisites: C- or better in Calculus-Based Physics II (PHY* 222) and C- or better in Calculus II (MAT* 256). (Elective Type: G) (Ability Assessed: 7)*

1270 ..... T ..... 2:00-4:50P ..... Staff
R (Lab) ..... 2:00-4:50P ..... Staff

***NOTE: CRN #1237 and #1263 are taught together in the same classroom. Students who register for EGR*221 may not register for EET*103.***

**CLASSES BEGIN FRIDAY, JANUARY 21.**

# CT STEM JOBS: Connecticut's Science, Technology, Engineering and Math Career Center

Many Connecticut adults and young people are struggling to find good jobs because they do not have the science, technology, engineering, and mathematics (STEM) skills employers are looking for. At the same time, Connecticut's high-tech employers need a skilled workforce ready to meet the demands of the 21st century global economy.

CT STEM Jobs is a project of the Connecticut Workforce Development Council (the association formed by the state's five Workforce Investment Boards) and is funded by the US Department of Labor. CT STEM Jobs is focused on preparing prospective employees for new careers in STEM-related fields such as advanced manufacturing, engineering, information technology, and energy.

Students are encouraged to explore occupational objectives and opportunities. Trained counselors assist in these career-planning efforts by offering a wide variety of resources including assessments to evaluate skills, values and personality, online employment databases and résumé handbooks, and job search and interviewing strategies. Students are provided with opportunities to explore career options and to assess their interests. This supportive process helps them to clarify their educational and career goals.

Career services are offered through the Tunxis Advising Center by appointment. Appointments can be made by contacting the center during our normal business hours: Monday-Friday from 8:30 to 4:30.

**For complete information, go to www.ctstemjobs.org OR Contact Tunxis Advising Center at 860.773.1510**

## CREDIT COURSES – SPRING 2016

| CRN | DAY(S) | TIME | INSTRUCTOR |
|---|---|---|---|

### ENGLISH – Developmental

**ENG*096 Introduction to College English** (a) **3 credits**

Prepares students for the reading and writing demands in Composition and other college-level courses by integrating reading, writing, and critical thinking. Student writing will focus on understanding, reporting on, reacting to, and analyzing the ideas of others. Texts will serve as models and sources for students to refine their skills in exposition, interpretation, and argumentation. Students learn and practice specific college-level skills through critical reading and writing, class discussions, lectures, group presentations, or workshops. This course does not satisfy an English requirement or an elective in any degree program, nor do its credits count toward graduation. *Prerequisite: Placement test score.*

| | | | |
|---|---|---|---|
| 1291 | M/W | 8:30-9:45A | |
| | M/W | 10:00-11:15A | Cassidy |
| 1292 | M/W | 10:00-11:15A | |
| | M/W | 11:30A-12:45P | Wittke |
| 1293 | M/W | 10:00-11:15A | |
| | M/W | 11:30A-12:45P | Bradford |
| 1297 | M/W | 10:00-11:15A | |
| | M/W | 11:30A-12:45P | Gentry |
| 1294 | M/W | 1:00-2:15P | |
| | M/W | 2:30-3:45P | Gentry |
| 1560 | M/W | 2:30-3:45P | |
| | M/W | 4:00-5:15P | Wittke |
| 1295 | M/W | 5:00-6:15P | |
| | M/W | 6:30-7:45P | Yawin |
| 1296 | M/W | 6:30-7:45P | |
| | M/W | 8:00-9:15P | Staff |
| 1298 | T/R | 8:30-9:45A | |
| | T/R | 10:00-11:15A | Cassidy |
| 1299 | T/R | 10:00-11:15A | |
| | T/R | 11:30A-12:45P | Bradford |
| 1300 | T/R | 1:00-2:15P | |
| | T/R | 2:30-3:45P | Staff |
| 1301 | T/R | 5:00-6:15P | |
| | T/R | 6:30-7:45P | Staff |

# Transition to Tunxis

More college preparation courses are available to students whose placement indicates they are recommended. These courses provide additional time of instruction, in small classes, to help you succeed.

The three courses are taught as a learning community, and all three courses **must** be taken in the same semester as a full time (12-credit) schedule that includes 6-credits of intensive English, 3-credits of intensive mathematics and 3-credits of First-Year Experience, plus extensive support services. Successful completion of these three courses will enable you, as the student, to move into the next appropriate level of both English and math in the developmental sequence of courses. There is an option for part-time students.

**See page 76 for more information on this option.**

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## TUNXIS EARLY CHILDHOOD CENTER

The Early Childhood Center of Tunxis Community College is a nationally-accredited (NAEYC) program of excellence. It is designed to provide children 3-to-5-years old (non-kindergarten eligible), with high quality preschool programs from September through June.

The Center's staff all hold degrees in Early Childhood Education and have many years of experience working with young children. The Center is licensed by the State of Connecticut Department of Public Health.

The Center is open September through June, Mondays through Thursdays from 8:00am-4:00pm and Fridays from 8:00am-1:00pm.

The Center is closed December 25-January 1 and on some holidays.

**Contact**
**The Early Childhood Center**
**at**
**860.773.1350**

| CRN | DAY(S) | TIME | INSTRUCTOR |
|---|---|---|---|

## COMPOSITION WITH EMBEDDED SUPPORT (CES)

***NOTE: Students who register for an Introduction to College Reading and Writing (ENG*093) course must also select the corresponding Composition (ENG*101) course.***

### ENG*093 Introduction to College Reading and Writing (a)(d) — 3 credits

A concentrated course that prepares students for the reading and writing demands in Composition and other college level courses. Students strengthen the critical reading and writing strategies required across the disciplines. Students focus on understanding of, reporting on, reacting to, and analyzing the ideas of others. Texts serve as models and sources for students to refine their skills in exposition, interpretation, and argumentation. This course does not satisfy an English requirement or an elective in any degree program; neither do its credits count toward graduation. *Prerequisite: Placement test score OR permission of Department Chair.*

| | | | |
|---|---|---|---|
| 1273 | M/W | 8:30-9:45A | Hickox |
| 1274 | M/W | 11:30A-12:45P | Dominello |
| 1275 | M/W | 1:00-2:15P | Klein |
| 1276 | M/W | 2:30-3:45P | Hamilton |
| 1277 | M/W | 6:30-7:45P | Rodriguez |
| 1279 | T/R | 11:30A-12:45P | Corey |
| 1280 | T/R | 1:00-2:15P | Beckford |
| 1281 | T/R | 4:00-5:15P | Verge |
| 1278 | T/R | 6:30-7:45P | Huston |

### ENG*101 Composition (a) — 3 credits

See course description below.

***NOTE: Students who register for one of the following Composition (ENG*101) courses, must also select the corresponding Intro. to College Reading and Writing (ENG*093) course from above.***

| | | | |
|---|---|---|---|
| 1283 | M/W | 10:00-11:15A | Hickox |
| 1282 | M/W | 10:00-11:15A | Dominello |
| 1284 | M/W | 11:30A-12:45P | Klein |
| 1285 | M/W | 1:00-2:15P | Hamilton |
| 1286 | M/W | 5:00-6:15P | Rodriguez |
| 1313 | T/R | 10:00-11:15A | Corey |
| 1289 | T/R | 11:30A-12:45P | Beckford |
| 1318 | T/R | 2:30-3:45P | Verge |
| 1304 | T/R | 5:00-6:15P | Huston |

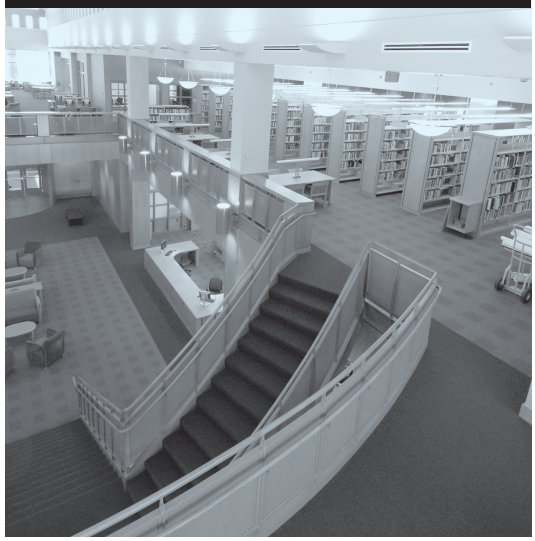
## ENGLISH – Credit-Level

### ENG*101 Composition (a) — 3 credits

Focuses on the study and practice of writing in an academic community. The course develops skills in text-based writing and introduction to college-level research. Students sharpen their ability to read, analyze, evaluate, and synthesize texts and ideas, and to argue effectively in writing that exhibits an intended purpose and audience. Students will draft and revise essays that are focused, organized, developed, and written in clear, standard English. *Prerequisite: C- or better in Integrated Reading & Writing II (ENG*075) or Introduction to College Reading & Writing (ENG*093) or Introduction to College English (ENG*096) or Reading & Writing VI (ESL*162), or placement into Composition (ENG*101). (Elective Type: G/HU/LA) (Ability Assessed: 11)*

| | | | |
|---|---|---|---|
| 1302 | M/W | 8:30-9:45A | Staff |

# TUNXIS LIBRARY



## MUSEUM PASSES

The Tunxis Library has a variety of FREE and REDUCED-FEE admission passes to many of the State's local culture attractions and museums. The Museum Passes represent a collaborative program of the Tunxis Library and the Tunxis Student Government Association. This program is open to students, faculty, and staff of Tunxis and the passes may be "checked out" with your I.D. card.

American Clock & Watch Museum
The Children's Museum
Harriet Beecher Stowe House
Hill-Stead Museum
Imagine Nation
The Mark Twain House
Mystic Aquarium
New Britain Museum of American Art
New England Carousel Museum
Roaring Brook Nature Center
The Wadsworth Atheneum
Yale Peabody Museum

**Main Number**
**860.773.1550**

**Reference Desk**
**860.773.1556**

**Circulation Desk**
**860.773.1559**

| CRN | DAY(S) | TIME | INSTRUCTOR |
|---|---|---|---|
| 1303 | M/W | 8:30-9:45A | Staff |
| 1602 | M/W | 10:00-11:15A | Staff |
| 1603 | M/W | 10:00-11:15A | Staff |
| 1604 | M/W | 11:30A-12:45P | Staff |
| 1306 | M/W | 11:30A-12:45P | Staff |
| 1308 | M/W | 1:00-2:15P | Hamilton |
| 1605 | M/W | 5:00-6:15P | Staff |
| 1287 | T/R | 8:30-9:45A | Staff |
| 1288 | T/R | 10:00-11:15A | Staff |
| 1606 | T/R | 10:00-11:15A | Staff |
| 1607 | T/R | 11:30A-12:45P | Beckford |
| 1315 | T/R | 11:30A-12:45P | Cassidy |
| 1317 | T/R | 1:00-2:15P | Staff |
| 1290 | T/R | 2:30-3:45P | Staff |
| 1608 | T/R | 2:30-3:45P | Staff |
| 1609 | T/R | 5:00-6:15P | Staff |
| 1320 | M | 2:30-3:45P ***HYBRID*** | Schlatter |
| 1321 | M | 6:30-9:10P | Staff |
| 1322 | T | 6:30-9:10P | Staff |
| 1323 | W | 2:30-3:45P ***HYBRID*** | Beckford |
| 1324 | W | 6:30-9:10P | Staff |
| 1325 | R | 6:30-9:10P | Staff |
| 1326 | F | 9:00-11:40A | Staff |
| 1305 | F | 9:00-11:40A | Staff |
| 1327 | F | 1:00-3:40P | Staff |
| 1328 | ONLINE | | Staff |
| 1329 | ONLINE | | Staff |

**ENG*103 Composition II** (a) **3 credits**

Focuses on the process of research and research writing in the academic community. The course also strengthens competencies in exposition, persuasion, logic, textual evaluation, and critical analysis. Students will write a variety of research essays, one of which will be of substantial length. *Prerequisite: C- or better in Composition (ENG*101). (Elective Type: G/HU/LA) (Ability Assessed: 11)*

| | | | |
|---|---|---|---|
| 1330 | M/W | 8:30-9:45A | Sebastian-Coleman |
| 1331 | M/W | 8:30-9:45A | Staff |
| 1332 | M/W | 10:00-11:15A | Staff |
| 1333 | M/W | 11:30A-12:45P | Ersinghaus |
| 1334 | M/W | 1:00-2:15P | Brown, R. |
| 1335 | T/R | 5:00-6:15P | Staff |
| 1336 | T/R | 10:00-11:15A | Terrell |
| 1337 | T/R | 11:30-12:45P | Ersinghaus |
| 1338 | T/R | 1:00-2:15P | Sebastian-Coleman |
| 1341 | M | 5:00-6:15P ***HYBRID*** | Schlatter |
| 1339 | T | 6:30-9:10P | Staff |
| 1340 | R | 1:00-2:15P ***HYBRID*** | Schlatter |
| 1342 | ONLINE | | Staff |
| 1343 | ONLINE | | Staff |

**ENG*106 Writing for Business** (a) **3 credits**

Students develop effective written communication skills for contemporary business, industry and professional settings. The course also introduces students to essential oral presentation and interaction skills, and employment preparation. Focusing on workplace requirements for written documents and presentations, students learn to utilize various print and technological resources including the Internet. *Prerequisite:*

## COURSES WITH PREREQUISITE OF COMPOSITION

Business Law (BBG*231)
Business Ethics (BBG*240)
Principles of Management (BMG*202)
Film Study & Appreciation (BMG*154)
Composition II (ENG*103)
Writing for Business (ENG*106)
Children's Literature (ENG*114)
Technical Writing (ENG*202)
American Literature II (ENG*222)
British Literature II (ENG*232)
Shakespeare (ENG*233)
Creative Writing: Fiction (ENG*283)
Survey of Literary Genres (ENG*293)
The Vietnam War (HIS*227)
Introduction to Philosophy (PHL*101)
World Religions (PHL*151)

## ELECTIVE TYPES:

*AH = Art History*
*E = English*
*FA = Fine Arts*
*FL = Foreign Language*
*G = General*
*HI = History*
*HU = Humanities*
*LA = Liberal Arts*
*M = Mathematics*
*S = Science*
*SS = Social Sciences*

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| CRN | DAY(S) | TIME | INSTRUCTOR |
|---|---|---|---|

*C- or better in Composition (ENG*101), or permission of Department Chair. (Elective Type: G/HU/LA) (Abilities Assessed: 2, 6, 11)*

| | | | |
|---|---|---|---|
| 1344 | T/R | 10:00-11:15A | Carbone |
| 1345 | T/R | 1:00-2:15P | Carbone |
| 1346 | M | 6:30-9:10P | Staff |

**ENG*114 Children's Literature** (a) **3 credits**

Familiarizes students with the complex range of material available in the area of children's literature. It covers material from the traditional to the contemporary, for a variety of ages in a variety of genres, including picture books, folk tales, poetry, realistic and historical fiction, biographies and informational literature. Students learn to select and evaluate materials appropriate to individual and group needs and interests. Significant authors and illustrators, past and present, will be studied. *Prerequisite: C- or better in Composition (ENG*101). (Elective Type: G/HU/LA) (Abilities Assessed: 1, 11)*

| | | | |
|---|---|---|---|
| 1347 | T/R | 5:00-6:15P | Staff |

**ENG*173 Perspectives in the Humanities** (a) **3 credits**

Students utilize a variety of thinking and reading strategies to explore literature, philosophy, history, social sciences, and fine arts. Through an integration of readings, discussions, and a writing component involving analysis, synthesis, and evaluation; students study the history of ideas and universal themes in the humanities. This course is an English elective. *Prerequisite: C- or better in Integrated Reading & Writing II (ENG*075) or Introduction to College Reading & Writing (ENG*093) or Introduction to College English (ENG*096) or Reading & Writing VI (ESL*162), or placement test into Perspectives in the Humanities (ENG*173), OR permission of Department Chair. (Elective Type: G/HU/LA) (Ability Assessed: 2)*

| | | | |
|---|---|---|---|
| 1348 | M/W | 11:30A-12:45P | Staff |
| 1349 | T/R | 10:00-11:15A | DeNegre |
| 1350 | T/R | 1:00-2:15P | DeNegre |
| 1351 | ONLINE | | Keifer |

**ENG*202 Technical Writing** (a) **3 credits**

Provides directed practice in writing and oral skills needed in technical fields for specific audiences. Students create documentation for technical systems, including formal and informal reports, abstracts and reviews. Students learn strategies for producing such reports successfully, including planning, analyzing, purpose and audience, gathering data, and developing revising techniques, and oral presentations. Students are encouraged to choose topics based on their major or intended career. *Prerequisite: C- or better in Composition (ENG*101) or permission of Department Chair. (Elective Type: G/HU/LA) (Abilities Assessed: 2, 11)*

| | | | |
|---|---|---|---|
| 1352 | ONLINE | | Staff |

**ENG*222 American Literature II** (a) **3 credits**

Surveys major American writing, prose and poetry, from its emergence with Whitman, Dickinson, and Twain through the contemporary period, focusing on 20th-century American literature as an evolving multicultural literature. *Prerequisite: C- or better in Composition (ENG*101). (Elective Type: E/G/HU/LA) (Abilities Assessed: 1, 11)*

| | | | |
|---|---|---|---|
| 1353 | T/R | 10:00-11:15A | Sebastian-Coleman |

**ENG*232 British Literature II** (a) **3 credits**

Introduces students to the major British poets, novelists, essayists, and short story writers of the 18th, 19th- and 20th-centuries. Students will examine the

# TUNXIS LIBRARY

The Tunxis Library provides resources and services to the Tunxis community and is also open to the public. Students are encouraged to register to use the Library with their student I.D. cards at the start of their Tunxis experience. Parents, families, and community members who are State residents are also welcome to register for guest borrower cards.

**Special Features:**

Quiet spaces which are conducive to study and research

Group study rooms and Collaboration Stations with computer access

A wide range of books, audio books, entertainment and educational DVDs, and access to thousands of full-text articles and films

Individual and friendly assistance with research and academic assignments

Online reference assistance and chat via the Library website

Renewal of Library items by telephone, website, or email

Interlibrary loan services for students, faculty, and staff

Coin-operated copy machines, a scanner and a self check-out computer

A Reserve collection of course-related materials that are available at the Circulation Desk

Anatomy and Physiology models

Ukuleles and Hula Hoops

Chess sets and jigsaw puzzles for relaxation between classes

Pages Café: Coffee by the Book!

Museum Passes

Local and national newspapers and popular magazines

Wireless Internet access for students, faculty, and staff

World music and international films

**Visit us at tunxis.edu/library for hours, services, resources, & policies.**

| CRN | DAY(S) | TIME | INSTRUCTOR |
|---|---|---|---|

impact of such issues as Romanticism, the Industrial Revolution, Democracy, Victorian sensibilities, the rise of technology, and Realism on the literature. *Prerequisite: C- or better in Composition (ENG*101). (Elective Type: E/G/HU/LA) (Abilities Assessed: 1, 11)*

1354 .....T/R.....1:00-2:15P .....Ersinghaus

**ENG*233 Shakespeare** (a) **3 credits**

Introduces Shakespeare, his time period, and his contributions to literature through an exploration of poetry and dramatic works. Students may view, analyze, and interpret film, video or live performances of his work. *Prerequisite: C- or better in Composition (ENG*101). (Elective Type: E/G/HU/LA) (Abilities Assessed: 1, 11)*

1355 .....M/W .....10:00-11:15A .....Terrell

**ENG*283 Creative Writing: Fiction** (a) **3 credits**

Focuses on the elements and techniques of fiction writing. Students will study examples of fiction of many kinds and discuss and practice elements of craft, such as character, conflict development, dialogue, and point of view. Students will write fiction and discuss their work in a workshop environment. *The Humanities Department may require submission of relevant writing sample or portfolio material. Prerequisite: C- or better in Composition (ENG*101). (Elective Type: G/HU/LA) (Ability Assessed: 1)*

1356 .....M/W .....5:00-6:15P .....Ersinghaus

**ENG*293 Survey of Literary Genres** (a) **3 credits**

An introduction to major literary types, including poetry, short story, drama, and the novel. Readings may be organized around a central theme. Students develop a critical sense of literature through oral and written analysis. *Prerequisite: C- or better in Composition (ENG*101). (Elective Type: E/G/HU/LA) (Abilities Assessed: 1, 11).*

1357 .....M/W .....11:30A-12:45P ..... Sebastian-Coleman
1358 .....T/R.....10:00-11:15A ..... Brown, R.

## ENGLISH AS A SECOND LANGUAGE

**ESL*001 ESL: Integrated Skills I** **3 credits**

This is the first course in the ESL curriculum. This course integrates the study of grammar, reading, writing, and speaking. The primary focus is the study of level-appropriate grammar topics including the following: present tense and present progressive verbs, verb forms for "to be," common irregular verbs, yes/no and information questions, and common contractions. Students practice these structures in writing and speaking contexts. The secondary focus is on reading and listening to level-appropriate texts. Additionally, students learn functional vocabulary related to family, daily life and school. This course prepares students for ESL: Writing and Reading II (ESL*123) and ESL: Grammar II (ESL*125). *Note: Student must have limited proficiency in three of the four skill areas of English – speaking, reading, writing and listening. (Elective Type: G)*

1359 .....M/W .....5:00-6:15P .....Staff

**ESL*123 ESL: Writing and Reading II** (a) **3 credits**

This is the second level of writing and reading in the ESL program. The reading component emphasizes recognition and use of high frequency vocabulary words. Additionally, students learn to differentiate between main ideas and details in readings of a beginning level of difficulty. The writing component focuses on developing basic writing skills. This includes writing simple, compound and

***THE COLLEGE MAKES EVERY EFFORT TO MAINTAIN THE SCHEDULE OF COURSES AS LISTED IN THIS PUBLICATION. HOWEVER, COURSE OFFERINGS ARE SUBJECT TO CHANGE.***

***GO TO MY.COMMNET.EDU FOR A COMPLETE, UP-TO-THE MINUTE LISTING OF COURSES.***

***ROOM ASSIGNMENTS WILL BE POSTED ON CAMPUS THE FIRST DAY OF CLASSES: FRIDAY, JANUARY 21 or MAY BE ACCESSED AT TUNXIS.EDU/COURSES.***

***NO CONFIRMATION OF YOUR REGISTRATION IS MAILED BY THE COLLEGE. UNLESS YOU ARE CONTACTED OTHERWISE, ATTEND THE FIRST CLASS SESSION AS SCHEDULED.***

## DID YOU KNOW ?

Tunxis Community College was chartered by the State of Connecticut in 1969 to serve the Bristol-New Britain and Farmington Valley areas. It first opened for classes in October 1970 with 494 students; today approximately 7,000 full- and part-time students attend the College each semester enrolled in credit and continuing education classes. Yet Tunxis is still small enough to offer students individual attention. Since the first graduation in 1972, more than 8,000 persons have received an associate's degree or a certificate from the College.

Tunxis Community College

*Education That Works For a Lifetime*

| CRN | DAY(S) | TIME | INSTRUCTOR |
|---|---|---|---|

complex sentences as well as basic paragraph development. Correct spelling, punctuation and capitalization are also included in this writing component. *Prerequisite: C- or better in Integrated Skills I (ESL*001), OR appropriate placement test score, OR permission of Department Chair. (Elective Type: G).*

1360 .....M/W .....6:30-7:45P .....Staff

**ESL*125 ESL: Grammar II** (a) **3 credits**

This is the second or high beginning course in the ESL grammar series. The primary focus is the study of level-appropriate grammar topics including the following: simple and continuous verbs in the present, past and future; nouns and pronouns as subjects and objects; modifiers; prepositions; and common conjunctions. Students will also study common sentence structures for statements and questions. Students will identify and practice using these structures with the goals to improve clarity of expression in writing and comprehension in reading. A secondary focus is on using and understanding the new structures in speaking and for listening comprehension. *Prerequisites: C- or better in Integrated Skills I (ESL*001), OR appropriate placement test score OR permission of the Department Chair. (Elective Type: G)*

1361 .....M/W .....5:00-6:15P .....Staff

**ESL*133 ESL: Writing and Reading III** (a) **3 credits**

This is the intermediate level of writing and reading in the ESL program or the third level in the sequence. The reading section emphasizes skills and knowledge that will help students develop their reading comprehension, including their ability to infer vocabulary meaning through various clues. The writing section focuses on practicing a variety of complex sentences, producing well organized paragraphs, and developing compositions. It also reinforces the use of intermediate-level grammatical structures through the writing activities and continues to exercise correct spelling, punctuation and capitalization. *Prerequisite: C- or better in ESL: Writing & Reading II (ESL*123) OR appropriate placement test score. (Elective Type: G) (Ability Assessed: 11)*

1362 .....M/W .....6:30-7:45P .....Staff

**ESL*135 ESL: Grammar III** (a) **3 credits**

This is the third or low intermediate course in the ESL grammar series. The primary focus is the study of level-appropriate grammar topics including the following: past and future tenses, modals, gerunds, infinitives and phrasal verbs. Students will also study the comparative forms of adjectives and adverbs, reflexive pronouns, articles and nouns. Students will identify and practice producing these structures with the goals to improve clarity of expression in writing and comprehension in reading. A secondary focus is on using and understanding the new structures in speaking and for listening comprehension. *Prerequisites: C- or better in ESL Grammar II (ESL*125) OR appropriate placement test score or permission of the Department Chair. (Elective Type: G) (Ability Assessed: 6)*

1363 .....M/W .....5:00-6:15P .....Staff

**ESL*143 ESL: Writing and Reading IV** (a) **3 credits**

Is the high-intermediate writing course in the ESL: Writing & Reading series. It complements ESL Grammar IV. The course integrates writing and reading. The writing focus introduces the stages of the writing process from pre-writing to composing to revising. The reading focus is on reading longer, more complex texts, improving comprehension, and building an academic vocabulary. Students write a variety of personal essays using common development modes such as narrative, descriptive, definition, classification and cause/effect. Students will begin to use thesis statements and topic sentences. Attention is given to grammatical problems commonly present in the writings of ESL students. This

## STUDENT ACHIEVEMENT RECOGNITION CEREMONY

The College values and celebrates the special accomplishments of its students. Accordingly, each year Tunxis conducts a ceremony to honor student achievement in leadership and in the academic disciplines.

**Selection Criteria for the Academic Disciplines:**

• currently-enrolled student •
• completion of nine credits in the discipline •
• demonstrated academic excellence •
• minimum of 3.5 GPA in the discipline
• has not earned a degree — associate's or baccalaureate •

**Selection Criteria for Leadership**

Student must be a member of an officially recognized student organization at Tunxis– either the Student Government Association or one of the College's officially recognized clubs. Selection is made by the club advisor based on the student's dedicated and valued service to that organization.

| CRN | DAY(S) | TIME | INSTRUCTOR |
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course prepares students for ESL: Writing & Reading V (ESL*153). *Prerequisite: C- or better in ESL: Writing & Reading III (ESL*133), appropriate placement test score, OR permission of Department Chair. (Elective Type: G) (Ability Assessed: 11)*

1364 .....M/W .....8:30-9:45A.....Staff
1365 .....T/R.....6:30-7:45P .....Staff

**ESL*145 ESL: Grammar IV** (a) **3 credits**

This is the fourth or high intermediate course in the ESL grammar series. The primary focus is the study of level-appropriate grammar topics including the following: perfective tenses in the active voice, all tenses in the passive voice, adjective clauses, and noun clauses. Students will also review and expand their knowledge of gerunds, infinitives, phrasal verbs and modals. Students will identify and practice producing these structures with the goals to improve clarity of expression in writing and comprehension in reading. A secondary focus is on using and understanding the new structures in speaking and for listening comprehension. *Prerequisites: C- or better in ESL Grammar III (ESL*135), appropriate placement test score, OR permission of Department Chair. (Elective Type: G) (Ability Assessed: 6)*

1366 .....M/W .....10:00-11:15A .....Staff
1367 .....T/R.....5:00-6:15P .....Staff

**ESL*152 ESL: Reading & Writing V** (a) **6 credits**

Writing & Reading V is the low-advanced writing course in the ESL Writing & Reading series. The reading focus is on improved comprehension of level-appropriate academic and expository texts so that students can both discuss texts and reinvest information from texts into discussions and writing. The writing focus integrates and refines the stages of the writing process from prewriting to revising while reviewing basics such as thesis statements and topic sentences. Students read, write, revise, participate in group work and confer with teacher. This six-credit course is a Humanities Elective. A C+ or better ensures admission into ESL Writing & Reading VI. *(Elective Type: G/HU/LA/FL) (Ability Assessed: 11)*

1368 .....M/W .....10:00A-12:45P .....Baird
1369 .....T/R.....6:30-9:15P .....Staff

**ESL*155 ESL: Grammar V** (a) **3 credits**

This is the final or advanced course in the ESL grammar series. The primary focus is the study of level-appropriate grammar topics including the following: contrary to fact verbs, wishes, and verbs of urgency; reported speech; adverb clauses and reduced adverb clauses; and connectives devices of all kinds. Students will also review and expand their knowledge of the parts of speech, gerunds and infinitives. Students will identify and practice producing these structures with the goals to improve clarity of expression in writing and comprehension in reading. A secondary focus is on using and understanding the new structures in speaking and for listening comprehension. *Prerequisites: C- or better in ESL Grammar IV (ESL*145), appropriate placement test score, OR permission of Department Chair. (Elective Type: G) (Ability Assessed: 6)*

1370 .....M.....8:30-9:45A ***HYBRID***.....Baird
1371 .....T.....5:00-6:15P ***HYBRID***.....Staff

**ESL*157 ESL: Oral Communications V** (a) **3 credits**

This is the advanced course in oral skills in the ESL curriculum. The primary focus is to build proficiency in the listening and speaking skills that English as Second Language students need to be successful in an academic setting. The

## ENGLISH AS A SECOND LANGUAGE CERTIFICATE

Prepares students whose native language is not English to acquire skills of reading, writing, listening comprehension, and speaking at a level which will permit them to continue their college studies or to function with effective language skills in the national or international job market.

**Contact Paula Baird, ESL/Foreign Language Coordinator, 860.773.1605.**

### *ELECTIVE TYPES:*

*AH = Art History*
*E = English*
*FA = Fine Arts*
*FL = Foreign Language*
*G = General*
*HI = History*
*HU = Humanities*
*LA = Liberal Arts*
*M = Mathematics*
*S = Science*
*SS = Social Sciences*

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course will focus on two types of skills: those needed to listen to, comprehend, and take notes in academic lectures and those needed to participate in the full range of classroom activities including asking questions, interrupting, using and interpreting common modes of agreement and disagreement, and communication skills associated with group work. *Prerequisites: C- or better in ESL: Grammar III (ESL*135) and/or ESL: Reading & Writing III (ESL*133), or placement into ESL Level IV (ESL*143 and ESL*145) or higher, or permission of Humanities Department Chair. (Elective Type: FL/G/HU/LA) (Ability Assessed: 6)*

1372 .....T/R.....1:00-2:15P .....Staff

**ESL*162 ESL: Reading & Writing VI** (a) **6 credits**

In this advanced writing and reading course, students continue to develop fluency, clarity, organizational skills and the me-chanics of effective writing with a focus on the linguistic and rhetorical needs of second language learners. Course content and writing assignments are based on reading selections, evaluation of primary and secondary sources and student texts. Students read a range of moderately complex texts. Students write, revise and edit drafts, participate in group work and confer with teachers and peers. Portfolio assessment will be required, including at least one timed, in-class writing assignment. This six credit-course counts toward the foreign language requirement in either the Liberal Arts or General Studies degree. Completion of this course with a C- or better ensures admission into Composition (ENG*101). *Prerequisites: C- or better in ESL: Writing & Reading V (ESL*153), placement test, or permission of Humanities Chair. Grammar V (ESL*152) recommended. (Elective Type: FL/G/HU/LA) (Abilities Assessed: 6, 11)*

1373 .....M/W .....8:30-11:15A.....Staff
1374 .....M/W .....6:30-9:15P .....Schlatter

**ESL*250 ESL: TESOL Methodology** (a) **3 credits**

Designed for those seeking certification in English as a Second Language in Connecticut. Course involves reading, discussions, observation of English as a Second Language classes in progress, the development and presentation of English as a Second Language lessons and teaching materials, and a research paper. *Prerequisite: B.A. degree or permission of Department Chair (Elective Type: G) (Abilities Assessed: 6, 11)*

1375 .....ONLINE ..... Baird

## FRENCH

**FRE*112 Elementary French II** (a) **4 credits**

Builds and expands skills from Elementary French I with further study of French grammar and of the diverse cultures of French-speaking peoples. Students begin to negotiate simple transactions and dilemmas in French using more complex phrases and common expressions. Activities from daily life are the contexts for learning. *Prerequisite: C- or better in Elementary French I (FRE*101) or permission of the Department Chair. (Elective Type: FL/G/HU/LA) (Ability Assessed: 6)*

1376 .....T/R.....6:30-8:10P .....Staff

## GEOGRAPHY

**GEO*101 Introduction to Geography** (a) **3 credits**

Surveys the distribution of and interactions between various natural and human phenomena on the face of the globe. Topics will include maps, landforms, climate, natural resources, population, cultural patterns, political geography, economic patterns, and urban geography. *Prerequisite: C- or better in Integrated*

# SMOKING PROHIBITION POLICY

Some people in our community are sensitive to second-hand smoke, and we cannot ignore their right to fresh air when moving around campus.

***For the health and safety of our entire community, smoking is prohibited on campus except where indicated.***

By following this uncomplicated policy, we all enjoy a cleaner and healthier campus.

## NOTES...

(a) Indicates that prerequisite or co-requisite to courses as listed in the course description must be met prior to registering.

(b) Student must attend laboratory, clinic, clinic seminar or computer component associated with this course. This component may/may not require additional time outside scheduled class.

(d) Developmental courses do not satisfy English Mathematics credit requirements and cannot be counted as college credit for graduation or for transfer to another institution. Student will not be allowed to take credit level English/Mathematics while enrolled in these courses.

(e) Course may not satisfy degree or certificate program requirement. See course description.

($) Additional Fee for Lab course.

($$) Additional Fee for Studio course.

| CRN | DAY(S) | TIME | INSTRUCTOR |
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*Reading & Writing II (ENG*075) or Introduction to College Reading & Writing (ENG*093) or Introduction to College English (ENG*096) or Reading & Writing VI (ESL*162), or placement into Composition (ENG*101). (Elective Type: G/LA/SS) (Ability Assessed: 2)*

1377 .....M/W .....10:00-11:15A ..... Coan, F.

## GRAPHIC DESIGN ($$ = additional studio fee applies)

**GRA*101 Design Principles ($$) 3 credits**

Introduction to the basic elements of design (line, shape, value, texture, space) and their organization on a two-dimensional surface through the principles of design (balance, unity, emphasis, repetition, rhythm, etc.) into effective design statements. Assignments progress from manipulation of geometric shapes to creation and composition of representational images in the discovery of how design principles apply to the fields of art and design. Primary media are markers and cut paper. *(Elective Type: FA/G) (Ability Assessed: 1)*

1378 .....M/W .....11:00A-12:40P .....Staff
1379 .....M/W .....3:00-4:40P .....Staff
1380 .....T/R.....9:00-10:40A.....Staff

**GRA*110 Intro. to Computer Graphics ($$) 3 credits**

An introduction to the computer as a graphic design and artist's tool. Using Macintosh OS, students learn basic use and application of vector illustration (Adobe Illustrator), raster image (Adobe Photoshop), and scanning software programs to the art and design process. Emphasis is on "hands on" use of the computer, and how the computer can aid the artist's and designer's problem solving process through interactive visual alternatives. *(Elective Type: FA/G) (Ability Assessed: 1).*

1381 .....M/W .....11:00A-12:40P .....Staff
1382 .....M/W .....1:00-2:40P .....Staff
1383 .....T/R.....3:00-4:40P .....Staff

**GRA*200 Visual Communications (a)($$) 3 credits**

Typography and problem-solving in the field of graphic communications. Focus will be on the use of typography and image in preparing solutions to graphic design problems. Design process, methods, materials, and conceptual idea development are introduced and applied to the creation of visual communications using both traditional and computer graphics mediums (Adobe Illustrator & Photoshop). Projects range from experimental type arrangements, compositions, and symbol designs to the pragmatic application of typography and image in design and layout. *Prerequisite: C- or better in Design Principles (GRA*101). Co-requisite: Introduction to Computer Graphics (GRA*110). (Elective Type: FA/G) (Ability Assessed: 1).*

1384 .....M/W .....7:30-9:10P .....Staff
1385 .....T/R.....9:00-10:40A.....Staff

**GRA*203 Design and Production (a)($$) 3 credits**

Students will apply previously learned design, typography, and page layout skills (InDesign) in the creation of design layouts and mechanical art for print production. A mixture of technical and creative projects will be presented with emphasis on design and production for the printed piece. The importance of precision in final mechanical art preparation will be stressed as will technical facility in the use of electronic production tools and techniques. *Prerequisite: C- or better in Typography and Design I (GRA*201). (Elective Type: FA/G) (Ability Assessed: 1)*

1386 .....T/R.....5:30-7:10P ..... Klema

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Tunxis FOUNDATION

Tunxis Community college Foundation and Advisory Board, Inc. is dedicated to developing resources in support of the College in the areas of student scholarships, curriculum and program enrichment, faculty and staff professional development, equipment and facilities acquisitions, and other areas arising from the demands of a dynamic, growing, community-centered higher education institution. Members serve as liaisons to business and industry. They articulate the College's educational mission as well as its need for fiscal support of programs serving thousands of citizens in the Central Connecticut Region, many of whom become employees in the region's economy. Serving in a fiduciary role, Tunxis Foundation functions as an external organization dedicated to the preservation and enrichment of the College as a vital and responsive asset.

Please visit **tunxis.edu/college/foundation** for more information.

| CRN | DAY(S) | TIME | INSTRUCTOR |
|---|---|---|---|

**GRA*205 Typography and Design II** (a)($$) **3 credits**

Focuses on the further exploration of typographic studies. Students will apply previously learned design and typography theory to conceptualize solutions to more complex visual communication problems through the use of professional level graphic design page layout software (InDesign). This intense focus in graphic design will further a student's production skills and knowledge, extend the student's capacity for conceptual thinking and visual problem solving, and allow for the further exploration of the creative and practical aspects of typography and the special relationship between type and image. *Prerequisite: C- or better in Typography and Design I (GRA*203). (Elective Type: FA/G) (Ability Assessed: 1)*

1387 .....M/W .....9:00-10:40A..... Klema
1388 .....T/R.....7:30-9:10P .....Staff

**GRA*231 Digital Imaging** (a)($$) **3 credits**

Focuses on the continued use of digital imagery in art and design, by furthering a student's skill in the use of raster image (Adobe Photoshop), and scanning software. The course goes beyond the basic techniques covered in Introduction to Computer Graphics, exploring more advanced electronic image creation and manipulation techniques, and addresses some of the technical issues facing a computer artist and designer. *Prerequisites: C- or better in Design Principles (GRA*101) AND Introduction to Computer Graphics (GRA*110). (Elective Type: FA/G) (Ability Assessed: 1)*

1389 .....M/W .....5:30-7:10P .....Staff
1390 .....T/R.....11:00A-12:40P .....Staff

**GRA*262 Web Design II** (a)($$) **3 credits**

This course focuses on the further exploration of design for web media using Adobe Dreamweaver. Students will apply and expand their previously learned web design skills in concept, design, production, and interactivity to the creation on engaging and dynamic web site designs. *Prerequisite: C- or better in Web Design (GRA*260), OR permission of Program Coordinator. (Elective Type: FA/G) (Ability Assessed:1)*

1391 .....M/W .....3:00-4:40P .....Staff

**GRA*291 Graphic Design Portfolio** (a)($$) **3 credits**

Students will prepare a portfolio and resume that demonstrates previously acquired art, design, production, and software skills for use in transfer application and employment search. Topics covered include: self assessment; portfolio design and creation; resume design; taking slides and digital images; digital image conversion; job search; and transfer to other college curriculums. *Prerequisite: C- or better in Typography and Design I (GRA*201), OR permission of Program Coordinator. (Elective Type: FA/G/LA) (Ability Assessed: 1)*

1392 .....T/R.....1:00-2:40P ..... Klema

## HEALTH

**HLT*103 Investigations in Health Careers** (a) **3 credits**

Designed to assist traditional and non-traditional first year college students to meet the expectations of a curriculum and a career in health-related fields. The student will become familiar with the rigors of higher education and the specific skills needed to maximize the student's opportunity for academic and clinical success. The course will include a comprehensive overview of the duties and responsibilities associated with clinical competency. Interdisciplinary learning strategies, correlating clinical and didactic education, life management skills, work ethics, and critical thinking skills necessary for all health providers will

# GRAPHIC DESIGN PROGRAM

The Graphic Design Program offers education and training in graphic design communications using processes and technologies relevant to the professional design environment. Students develop skills in visual literacy, problem solving, image creation, graphic arts production, typography, layout, publication design, professional presentation and computer graphics.

The ***Interactive Media Option*** adds animation, interactive design, motion graphics, and web design to a student's design experience.

In addition to specific career education, the Tunxis Graphic Design Program includes a strong traditional core of drawing, two- and three-dimensional design principles, and liberal arts education.

The Graphic Design Program offers an Associate's in Science Degree in Graphic Design, with an Interactive Media Option, and a Certificate in Graphic Design.

The Associate's Degree is a two-year, 60-62 credit program offering a range of courses in graphic design, interactive media, animation, web design, visual fine art, and general education.

The Certificate in Graphic Design is a 30 credit program that focuses on a select group of graphic design and visual fine art courses, also completed in two years.

***The Graphic Design Program provides:***

The skills necessary to qualify for an entry-level position in the fields of Graphic Design and interactive media.

A curriculum for students who intend to seek an advanced degree through transfer to a BA or BFA degree-granting institution.

Opportunities for graphic arts professionals to upgrade their skills and advance their careers

**Contact Stephen A. Klema, Graphic Design Program Coordinator at 860.773.1620.**

| CRN | DAY(S) | TIME | INSTRUCTOR |
|---|---|---|---|

be emphasized. *Prerequisite: C- or better in Integrated Reading & Writing II (ENG*075) or Introduction to College Reading & Writing (ENG*093) or Introduction to College English (ENG*096) or Reading & Writing VI (ESL*162), or placement into Composition (ENG*101). (Elective Type: G/LA)*

1393 .....M.....1:30-4:10P .....Staff

**HLT*201 Nutrition for Allied Health Professionals 3 credits**
Provides health care professionals with information on the current concepts in nutrition. The course includes biochemistry and metabolism of nutrients as well as nutrition throughout the life cycle. Nutritional counseling is an integral part of the course. *Prerequisites: C- or better in Concepts of Chemistry (CHE*111), AND either Human Biology (BIO*115) or General Biology I (BIO*121). (Elective Type: G/LA/S)*

1394 .....R.....1:00-3:40P .....Staff

## HISTORY

**HIS*101 Western Civilization I** (a) **3 credits**
Surveys the cultures that contributed to the development of the West as a distinctive part of the world. It examines the major ideas, people, events, and institutions that shaped the Western world from the rise of Mesopotamia to the Protestant Reformation. *Prerequisite: C- or better in Integrated Reading & Writing II (ENG*075) or Introduction to College Reading & Writing (ENG*093) or Introduction to College English (ENG*096) or Reading & Writing VI (ESL*162), or placement into Composition (ENG*101). (Elective Type: G/HU/LA) (Ability Assessed: 4)*

1395 .....ONLINE .....Staff

**HIS*102 Western Civilization II** (a) **3 credits**
Surveys the development of Western civilization from the sixteenth century to the present. It examines the major ideas, people, events, and institutions that have shaped the modern Western world. *Prerequisite: C- or better in Integrated Reading & Writing II (ENG*075) or Introduction to College Reading & Writing (ENG*093) or Introduction to College English (ENG*096) or Reading & Writing VI (ESL*162), or placement into Composition (ENG*101). (Elective Type: G/HU/LA) (Ability Assessed: 4)*

1396 .....T/R.....10:00-11:15A .....Staff

**HIS*122 World Civilization II** (a) **3 credits**
A survey of major world trends and conflicts since the emergence of an expansionist culture in Western Europe around 1500 CE. The emphasis will be on the impact of Western imperialism on non-Western cultures, the responses of those cultures, and the ways in which the interactions have shaped the contemporary world. (This course may be taken by students who have not completed HIS*121, World Civilization I.) *Prerequisite: C- or better in Integrated Reading & Writing II (ENG*075) or Introduction to College Reading & Writing (ENG*093) or Introduction to College English (ENG*096) or Reading & Writing VI (ESL*162), or placement into Composition (ENG*101). (Elective Type: G/HU/LA) (Ability Assessed: 4)*

1398 .....T/R.....8:30-9:45A.....Staff

**HIS*201 U.S. History I** (a) **3 credits**
Surveys the factors that contributed to the development of the United States as a new nation. It examines the major people, events, institutions, ideas, and conflicts that shaped the nation from the earliest contacts between Europeans and

# HEALTH CAREERS PATHWAY

This certificate program is designed to assist the student to achieve success in health care programs. Students will be provided with the foundation necessary for health care professions. Credits from this program may be applied toward health care programs requirements within Connecticut's Community College system. However, completion of this program does not guarantee an automatic acceptance into any health care program. Students are responsible for verifying specific requirements for their program of interest.

**For complete information, go to tunxis.edu**
**OR**
**Contact Diana Himmel, Allied Health Dept. Chair**

**To schedule an appointment with a member of the Admissions staff contact the Admissions Office at 860.773.1490**

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| CRN | DAY(S) | TIME | INSTRUCTOR |
|---|---|---|---|

indigenous populations to the Civil War. *Prerequisite: C- or better in Integrated Reading & Writing II (ENG*075) or Introduction to College Reading & Writing (ENG*093) or Introduction to College English (ENG*096) or Reading & Writing VI (ESL*162), or placement into Composition (ENG*101). (Elective Type: G/HU/LA) (Ability Assessed: 4)*

| | | | |
|---|---|---|---|
| 1399 | M/W | 8:30-9:45A | Staff |
| 1401 | M | 6:30-9:10P | Staff |
| 1400 | T/R | 11:30A-12:45P | Staff |
| 1402 | ONLINE | | Staff |
| 1403 | ONLINE | | Staff |

**HIS*202 U.S. History II** (a) **3 credits**

Surveys the development of the United States from the Civil War to present. It examines the major ideas, people, events, and institutions that have shaped the United States since 1865. *Prerequisite: C- or better in Integrated Reading & Writing II (ENG*075) or Introduction to College Reading & Writing (ENG*093) or Introduction to College English (ENG*096) or Reading & Writing VI (ESL*162), or placement into Composition (ENG*101). (Elective Type: G/HU/LA) (Ability Assessed: 4)*

| | | | |
|---|---|---|---|
| 1404 | M/W | 10:00-11:15A | Brown, R. |
| 1405 | M/W | 3:00-4:15P | Staff |
| 1406 | T/R | 10:00-11:15A | Coan, F. |
| 1407 | T/R | 1:00-2:15P | Brown, R. |
| 1408 | ONLINE | | Fierro, R. |

**HIS*213 U.S. Since World War II** (a) **3 credits**

Explores the history of the United States from 1945 to the present. It examines the major ideas, people, events, and institutions that have shaped American society since World War II. Topics will include the Cold War, the postwar economic boom, the welfare state, civil rights, changing demographic patterns, the Reagan Revolution, globalization, and the war on terrorism. *Prerequisite: C- or better in Integrated Reading & Writing II (ENG*075) or Introduction to College Reading & Writing (ENG*093) or Introduction to College English (ENG*096) or Reading & Writing VI (ESL*162), or placement into Composition (ENG*101). (Elective Type: G/HU/LA) (Abilities Assessed: 2, 11)*

| | | | |
|---|---|---|---|
| 1409 | M/W | 1:00-2:15P | Fierro, R. |

**HIS*215 History of Women in America** (a) **3 credits**

Examines the role of women in the historical development of the United States, emphasizing women's struggle for political, social, and economic equality since the Revolutionary War. Topics will include the colonial period, suffragist movement, changing gender roles and expectations, women in the home and workplace, the feminist movement, and reactions to women's rights. *Prerequisite: C- or better in Integrated Reading and Writing II (ENG*075) or Introduction to College Reading and Writing (ENG*093) or Introduction to College English (ENG*096) or Reading & Writing VI (ESL*162), or placement into Composition (ENG*101). (Elective Type: G/HU/LA) (Abilities Assessed: 2, 11)*

| | | | |
|---|---|---|---|
| 1410 | M/W | 5:00-6:15P | Staff |

**HIS*218 African American History** (a) **3 credits**

An historical survey of the varieties of experience that have shaped African American life. Specific topics will include the African roots of African American culture; slave trade and the Middle Passage; slavery, resistance and the struggle for emancipation; Reconstruction and Jim Crow; the growth of distinctive African American cultures in literature, music, sports, and the arts; the struggle

The courses in this schedule are grouped by subjects that are listed alphabetically. Within each subject group, the courses are listed in numerical order from lowest to highest.

Courses designated with codes from 001-099 do not satisfy discipline requirements or count as an elective in any degree program; neither do its credits count toward requirements for graduation. Courses numbered 100-199 are considered first-year courses. Courses numbered 200 or higher are considered second-year courses.

**ELECTIVES**: Within an academic program, courses are either required or elective. Elective courses fall into broad subject areas of study in the liberal arts and sciences. These broad subject areas are the humanities, the natural sciences and the social sciences.

**GENERAL ED REQUIREMENTS**: In addition, all degree programs have specific general education requirements. General education requirements assure that students have exposure to a range of courses in specific areas of the curriculum. The general education requirements are grouped into six modes. The general education modes and courses can be found in the College catalog.

## NOTES...

(a) Indicates that prerequisite or co-requisite to courses as listed in the course description must be met prior to registering.

(b) Student must attend laboratory, clinic, clinic seminar or computer component associated with this course. This component may/may not require additional time outside scheduled class.

(d) Developmental courses do not satisfy English Mathematics credit requirements and cannot be counted as college credit for graduation or for transfer to another institution. Student will not be allowed to take credit level English/Mathematics while enrolled in these courses.

(e) Course may not satisfy degree or certificate program requirement. See course description.

($) Additional Fee for Lab course.

($$) Additional Fee for Studio course.

| CRN | DAY(S) | TIME | INSTRUCTOR |
|---|---|---|---|

for equality; and contemporary African American culture, including the post World War II Caribbean influx. *Prerequisite: C- or better in Integrated Reading & Writing II (ENG*075) or Introduction to College Reading & Writing (ENG*093) or Introduction to College English (ENG*096) or Reading & Writing VI (ESL*162), or placement into Composition (ENG*101). (Elective Type: G/HU/LA) (Abilities Assessed: 2, 11)*

1411 .....M/W .....11:30A-12:45P ..... Brown, R.

**HIS*227 The Vietnam War** (a) **3 credits**

Examines the causes, course, and consequences of the Vietnam War, focusing on American intervention in that conflict. Topics will include Vietnam's history and culture, the rise of communism in Southeast Asia, the United States containment policy, American military intervention in Southeast Asia, the American search for a winning strategy, the anti-war movement, and the aftereffects of the war in both Vietnam and the United States. *Prerequisites: C- or better in Composition (ENG*101). (Elective Type: G/HU/LA) (Abilities Assessed: 2, 11)*

1412 .....T/R.....1:00-2:15P ..... Fierro, R.

## HUMAN SERVICES

**HSE*101 Introduction to Human Services** (a) **3 credits**

Focuses on a variety of human needs within the United States. Issues discussed are social supports in meeting human needs, theoretical perspectives, social policy, target populations and the characteristics of a human services professional. *Prerequisite: C- or better in better in Integrated Reading and Writing I (ENG*065), or placement into Integrated Reading & Writing II (ENG*075) or Introduction to College Reading & Writing (ENG*093) or Introduction to College English (ENG*096) or Reading & Writing VI (ESL*162). (Elective Type: G) (Ability Assessed: 5, 6)*

1413 .....M/W .....10:00-11:15A .....Richard
1414 .....R.....5:00-7:40P .....Staff

**HSE*185 Family Violence Intervention** (a) **3 credits**

Introduces spouse/partner, child and elder abuse, the three types of family violence. Students will examine contributing factors, review victim/perpetrator profiles, and evaluate community responses. Laws/legislation related to the protection of the person and the community also will be considered. *Prerequisites: C- or better in Introduction to Human Services (HSE*101) or C- or better in Principles of Sociology (SOC*101), OR C- or better in Social Problems (SOC*103). (Elective Type: G) (Ability Assessed: 10)*

1415 .....T.....5:00-7:40P .....Staff

**HSE*281 Human Services Field Work I** (a) **3 credits**

Students will be placed in a private or public social service agency or in a position in business that is human service related, so that they may apply the theories and skills acquired in their academic studies. This field experience will be received under the joint supervision of personnel in the assigned organization and the college instructor. *This course is open only to those students who are currently enrolled in the Human Services Degree program. Prerequisite: C- or better in Human Services Skills and Methods (HSE*243). (Elective Type: G) (Abilities Assessed: 3, 6)*

1416 .....M.....3:00-4:15P .....Richard

**CLASSES BEGIN FRIDAY, JANUARY 21.**

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## GENERAL STUDIES CAPSTONE EXPERIENCE

**HUM*290 • CRN #1633**
**ONLINE • 1 credit**

The capstone course will be based on a series of reflections on how students have demonstrated competence in the General Education abilities in the courses they have taken as part of the General Studies program. Because these abilities constitute the program's outcomes, students may use a variety of methods to show how they have satisfied these objectives in their courses, culminating in an e-Portfolio in which students post their reflections on each of these abilities and how they were assessed in their courses. The reflections will then be graded by the instructor of this capstone experience. Because the General Studies program outcomes are composed of the General Education abilities, students will be expected to demonstrate basic aptitude in all of them. *Prerequisite: C- or better in Composition (ENG*101) and permission of the program coordinator; minimum of 30 credits completed within the General Studies Program. Co-requisite: C- or better in Composition II (ENG*103).*

**Contact: Professor R. Fierro**
**860.773.1642**

| CRN | DAY(S) | TIME | INSTRUCTOR |
|---|---|---|---|

## ITALIAN

**ITA*111 Elementary Italian I** **4 credits**

Presents the essentials of Italian grammar needed to read, write, and interact in Italian using simple phrases and common expressions, and highlights the diverse cultures of Italian-speaking peoples. Context for learning is self, family, school and community. *(Elective Type: FL/G/HU/LA) (Ability Assessed: 6)*

1417 .....T/R.....6:30-8:10P .....Staff

## MANUFACTURING

**MFG*127 Engineering Graphics** (a)($) **3 credits**

Provides practical explanations of how to interpret engineering/technical drawings using the latest American National Standards Institute (ANSI) standards. Focus is on standardization and quality standards applied in the engineering and technology trades with regard to technical drawings. *Prerequisite: C- or better in Pre-Algebra & Elementary Algebra (MAT*085) or Introductory Algebra (MAT*094) or Elementary Algebra Foundations (MAT*095). (Elective Type: G)*

1418 .....M/W .....4:00-5:15P .....Staff

## MATHEMATICS

**MAT*085 Pre-Algebra & Elementary Algebra** (a)(d) **6 credits**

Intended to take students from Pre-algebra through the end of Elementary Algebra in one semester. The topics covered will be the same as those covered in Elementary Algebra Foundations (MAT*095) with additional support provided to review topics from Pre-algebra as they are needed. The students will spend 3 hours in the classroom and 3 hours in a lab environment. *Prerequisite: Appropriate placement test score. (Ability Assessed: 7)*

1421 .....M/W .....8:30-9:45A
M/W (Lab).....10:00-11:15A ..... Moore

1422 .....M/W .....11:30A-12:45P
M/W (Lab).....1:00-2:15P ..... Saindon

1423 .....M/W .....5:00-6:15P
M/W (Lab).....6:30-7:45P .....Staff

1424 .....T/R.....10:00-11:15A
T/R (Lab) .....11:30A-12:45P..... Saindon

1425 .....T/R.....11:30A-12:45P
T/R (Lab) .....1:00-2:15P .....Stugard

1426 .....T/R.....5:00-6:15P
T/R (Lab) .....6:30-7:45P .....Staff

**MAT*094 Introductory Algebra** (a)(d) **4 credits**

Intended to take students from Pre-algebra through the end of Elementary Algebra in one semester. The topics covered will be the same as those covered in Elementary Algebra Foundations (MAT *095) with additional support provided to review topics from Pre-algebra as they are needed. The students will spend 3 hours in the classroom and 1 hour in a lab environment. *Prerequisite: Appropriate placement test score. (Ability Assessed: 7)*

1427 .....M/W .....11:30A-12:45P
W (Lab) .....1:00-1:50P ..... Ricciuti

# HUMAN SERVICES PROGRAM

### ASSOCIATE IN SCIENCE DEGREE OR CERTIFICATE: HUMAN SERVICES

Prepares students to work in the broad and diverse field of human services, a profession developing in response to and in anticipation of the direction of human needs and human problems in the 21st century. The goal of the program is to improve the quality of life for all of society. The associate's degree curriculum provides a general background for work with children, families, and adults. Most professions in human services require academic work beyond the associate's degree for continuing professional work and advancement. Individuals with an associate's degree may be employed as case management aides, human services workers, residential managers, gerontology aides, special-education teacher aides, mental-health technicians, and social-service technicians. The program prepares each student through exposure to the most current thinking in the field, hands-on experience, and community networking.

### ASSOCIATE IN SCIENCE DEGREE OR CERTIFICATE: FAMILY VIOLENCE INTERVENTION OPTION

Provides the student with a broad knowledge base through core classes in Human Services, and with the knowledge and skills essential to working with perpetrators as well as victims of abuse. Domestic violence is a growing societal problem that may be addressed through competent counseling by trained professionals who understand the dynamics involved. This program also provides students with a liberal arts background and application-oriented instruction in a broad range of Human Services skills. The student who chooses the Family Violence Option will participate in a field experience, working within the domestic violence and family violence network.

**Contact Dr. Colleen Richard, Human Services Program Coordinator at 860.773.1637.**

| CRN | DAY(S) | TIME | INSTRUCTOR |
|---|---|---|---|
| 1594 | M/W | 2:30-3:45P | |
| | W (Lab) | 4:00-4:50P | Staff |
| 1428 | T/R | 8:30-9:45A | |
| | T (Lab) | 11:30A-12:20P | Moore |

**MAT*095 Elementary Algebra Foundations** (a)(d) **3 credits**

A non-credit course for students who have never had algebra or who need to review algebraic concepts. The following topics of algebra are covered: signed numbers, solving linear equations and inequalities in one variable, solving formulas and word problems involving linear equations, graphing linear equations and inequalities in two variables, formulating equations of lines in two variables, rules of integral exponents and the four operations (addition, subtraction, multiplication, division) on polynomials, factoring, and solving systems of two equations in two variables. This course does not satisfy a mathematics elective in any program. *Prerequisite: Appropriate placement test score. (Ability Assessed: 7)*

| | | | |
|---|---|---|---|
| 1430 | M/W | 8:30-9:45A | Staff |
| 1432 | M/W | 11:30A-12:45P | Cenet |
| 1433 | M/W | 1:00-2:15P | Cenet |
| 1434 | M/W | 5:00-6:15P | Staff |
| 1435 | M/W | 6:30-7:45P | Staff |
| 1436 | T/R | 8:30-9:45A | Staff |
| 1437 | T/R | 10:00-11:15A | Clark, R. |
| 1592 | T/R | 10:00-11:15A | Staff |
| 1438 | T/R | 11:30A-12:45P | Clark, R. |
| 1439 | T/R | 1:00-2:15P | Clark, R. |
| 1593 | F | 9:00-11:40A | Staff |

**MAT*135 Topics in Contemporary Math (a) 3 credits**

A practical course offering an exposure to a wide range of topics with an emphasis on critical thinking, problem solving and the real number system. Topics may include logic, financial management, set theory, metric system and probability and statistics. This course is intended for students registered in Criminal Justice, Business Office Technology, DARC, Human Services, Visual Fine Arts, Photography, and Graphic Design. *Prerequisite: C- or better in Pre-Algebra & Elementary Algebra (MAT*085) or Introductory Algebra (MAT*094) or Elementary Algebra Foundations (MAT*095) or placement into Intermediate Algebra (MAT*137). (Elective Type: G/LA/M) (Ability Assessed: 7)*

| | | | |
|---|---|---|---|
| 1441 | T/R | 10:00-11:15A | Moore |

**MAT*137 Intermediate Algebra** (a) **3 credits**

A credit course serving as a prerequisite for most other first level credit Math courses, including College Algebra, Elementary Statistics with Computer Application, Number Systems, Finite Mathematics and Math for the Liberal Arts. This course includes the following algebraic topics: linear equations and inequalities, compound inequalities, absolute value equa-tions and inequalities (all in one variable); multi-step factoring and use of the zero-product property; interval notation; linear equations in two variables; four operations (addition, subtraction, multiplication, division) on radicals and rational expressions; solving radical and rational equations; solving quadratic equations; graphing quadratic functions and applications involving those skills; time permitting, graphing and solving of equations involving exponential and logarithmic functions. The graphing calculator may be presented in this course by the instructor but its use is not required of the student. *Prerequisite: C- or better in Prealgebra and Elementary Algebra (MAT*085) or Introductory Algebra (MAT*094) or Elementary Algebra*

# STUDENT HEALTH PLAN

The Student Health Plan is available for Connecticut College students and their eligible dependents. The Plan is underwritten by Aetna Life Insurance Company. The provisions governing this insurance may be viewed online at www.aetnastudenthealth.com.

**Eligibility**: All student, who are enrolled at a Connecticut Community College and who actively attend classes for at least the first 31 days, after the date when coverage becomes effective. Online classes do not fulfill the eligibility requirement.

**Enrollment**: To enroll online or obtain an enrollment application for voluntary coverage, log on to www.aetnastudenthealth.com. Search for "Connecticut Community Colleges," then click on "Enroll" to download the appropriate form.

*Terms and conditions apply.*

**Contact Chuck Cleary, Dean of Administration, 860.773.1302**

## ELECTIVE TYPES:

*AH = Art History*
*E = English*
*FA = Fine Arts*
*FL = Foreign Language*
*G = General*
*HI = History*
*HU = Humanities*
*LA = Liberal Arts*
*M = Mathematics*
*S = Science*
*SS = Social Sciences*

**GO TO MY.COMMNET.EDU FOR A COMPLETE, UP-TO-THE MINUTE LISTING OF COURSES.**

| CRN | DAY(S) | TIME | INSTRUCTOR |
|---|---|---|---|

*Foundations (MAT*095) or appropriate placement test or SAT score. (Elective Type: G/LA/M) (Ability Assessed: 7)*

| | | | |
|---|---|---|---|
| 1442 | M/W | 8:30-9:45A | Staff |
| 1590 | M/W | 8:30-9:45A | Staff |
| 1443 | M/W | 10:00-11:15A | Stugard |
| 1445 | M/W | 11:30A-12:45P | Moore |
| 1446 | M/W | 11:30A-12:45P | Staff |
| 1447 | M/W | 1:00-2:15P | Staff |
| 1448 | M/W | 5:00-6:15P | Staff |
| 1450 | M/W | 6:30-7:45P | Staff |
| 1451 | T/R | 8:30-9:45A | Stugard |
| 1452 | T/R | 10:00-11:15A | Cenet |
| 1453 | T/R | 11:30A-12:50P | Cenet |
| 1454 | T/R | 1:00-2:15P | Milward |
| 1455 | T/R | 5:00-6:15P | Staff |
| 1456 | T/R | 6:30-7:45P | Staff |
| 1457 | F | 9:00-11:40A | Staff |
| 1591 | F | 1:00-3:40P | Staff |
| 1458 | ONLINE | | Milward |

### MAT*139 Elementary & Intermediate Algebra Combined (a) — 3 credits

Combines the content of Elementary Algebra (MAT*095) with Intermediate Algebra (MAT*137) in one semester. It also serves as a prerequisite for most other first level credit math courses, including Number Systems (MAT*141), Math for the Liberal Arts (MAT*146) Finite Mathematics (MAT*152), Elementary Statistics with Computer Application (MAT*165), and College Algebra (MAT*172). All of the topics covered in both Elementary Algebra (MAT*095) and Intermediate Algebra (MAT*137) will be covered in this class. *Prerequisite: Appropriate placement test score. (Elective Type: G/LA/M) (Ability Assessed: 7)*

| | | | |
|---|---|---|---|
| 1459 | M/W | 10:00-11:15A | |
| | W (Lab) | 9:00-9:50A | Staff |
| 1460 | T/R | 11:30A-12:45P | |
| | T (Lab) | 1:00-1:50P | Ricciuti |
| 1461 | M/W | 6:30-7:45P | |
| | W (Lab) | 8:00-8:50P | Staff |
| 1462 | T/R | 6:30-7:45P | |
| | R (Lab) | 8:00-8:50P | Staff |

### MAT*141 Number Systems (a) — 3 credits

Nature of Mathematics and theory of sets and logic are studied. Starting with natural numbers, the number system is extended by analysis of its properties to integers, rationals, reals and complex numbers. Various numeration systems are investigated. This course is recommended for students in Early Childhood, Elementary or Middle School Education Programs. *Prerequisite: C- or better in Intermediate Algebra (MAT*137) or Elementary & Intermediate Algebra Combined (MAT*139) or appropriate placement test score. (Elective Type: G/LA/M) (Ability Assessed: 7)*

| | | | |
|---|---|---|---|
| 1463 | T/R | 8:30-9:45A | Staff |

### MAT*146 Math for the Liberal Arts (a) — 3 credits

This course is designed to meet the needs and program requirements of liberal arts and/or general studies majors. The course content includes the following core topics: inductive and deductive reasoning, sets, logic, number theory,

## WHY DO I NEED A STUDENT I.D. ?

Each Tunxis student should obtain and carry a student photo identification card (ID), which shall be issued during registration periods in the Computer Center, 300 Building. Replacement ID photos are taken during posted hours throughout the semester by the Information Technology Department for a fee of $10.

**Students are required to present ID cards for the following:**

***1. Library –***
to check out books and materials

***2. Computer Center –***
to access resources in the main Computer Center and MAC labs

***3. Academic Support Center –***
to access all resources

***4. Career Services-***
to access resources

Students may be requested to present their ID card to any Tunxis Community College faculty or staff member for purposes of identification upon verbal request.

**Contact Computer Center at 860.773.1390**

| CRN | DAY(S) | TIME | INSTRUCTOR |
|---|---|---|---|

geometry, probability and statistics. *Prerequisite: C- or better in Intermediate Algebra (MAT*137) or Elementary & Intermediate Algebra Combined (MAT*139) or appropriate placement test score. (Elective Type: G/LA/M) (Ability Assessed: 7)*

1464 .....M/W .....8:30-9:45A..... Ricciuti

**MAT*152 Finite Mathematics** (a) **3 credits**

Introduces basic modern mathematical tools for the study of applications in business, life, and social sciences. It also provides a more substantial algebraic foundation for those students who wish to continue with Calculus for Management, Life and Social Sciences or College Algebra or those who need a college-level Math course beyond Intermediate Algebra. Linear equations and inequalities, quadratic equations and inequalities, exponential and logarithmic equations, matrices and determinants, systems of equations and applications using linear programming are studied in depth. *Note: This course is required for those students wishing to articulate from Tunxis Community College into the Business program at University of Connecticut. Prerequisite: C- or better in Intermediate Algebra (MAT*137) or Elementary & Intermediate Algebra Combined (MAT*139) OR appropriate placement test score. (Elective Type: G/LA/M) (Ability Assessed: 7)*

1465 .....T/R.....3:30-4:45P .....Staff

**MAT*165 Elementary Statistics with Computer Application** (a)(b) **4 credits**

Introduction to statistical theory including the nature of statistical methods, exploratory data analysis, the rules of probability, frequency distributions, probability distributions (Binomial, Poisson, uniform, normal), sampling distributions, estimation, hypothesis testing, correlation, and regression. Learning to do statistical analysis using technology is required of all students and is an integral part of the course. *Prerequisite: C- or better in Intermediate Algebra (MAT*137) or Elementary & Intermediate Algebra Combined (MAT*139) or appropriate placement test score. (Elective Type: G/LA/M) (Ability Assessed: 7)*

1466 .....M/W .....5:00-6:15P
M (Lab) .....4:00-4:50P .....Staff
1467 .....T/R.....10:00-11:15A
R (Lab) .....9:00-9:50A..... Ricciuti
1468 .....T/R.....11:30A-12:45P
R (Lab) .....1:00-1:50P .....Staff
1469 .....T/R.....6:30-7:45P
T (Lab) .....8:00-8:50P .....Staff
1472 .....W.....10:00-11:15
W (Lab) .....9:00-9:50A.....Staff
1470 .....F .....9:00-11:40A
F (Lab).....12:00-12:50P.....Staff
1471 .....ONLINE .....Milward

**MAT*172 College Algebra** (a) **3 credits**

A credit course involving the higher-level topics in algebra needed for success in PreCalculus and, ultimately, the Calculus series. Topics to be included are the following: systems of equations, including two- and three-variable linear and nonlinear systems; graphing of higher-order functions using transformations, increasing/decreasing intervals, maxima/minima; inverse functions; graphing of nonlinear inequalities in one and two variables; conic sections; laws of logarithms, exponential and logarithmic functions, solving exponential and logarithmic

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## DID YOU KNOW ?

The state and local community will see avoided social costs amounting to **$18** per year for every credit earned by TCC students, including savings associated with improved health, lowered cost of law enforcement, and reduce welfare and unemployment. This translates to **$1.2 million** in avoided costs to the State of Connecticut each yeas as long as students are in the work force.

Students benefit from higher earnings, thereby expanding the tax base and reducing the burden on state taxpayers. In the aggregate, TCC students generate about **$15.8 million** annually in higher earnings due to their TCC education.

*Information prepared by CCbenefits, Inc. - 5/08*

Tunxis Community College

*Education That Works For a Lifetime*

| CRN | DAY(S) | TIME | INSTRUCTOR |
|---|---|---|---|

equations; applications related to exponential and logarithmic functions; 4 operations on complex numbers; simplification of complex fractions; solving of polynomial and rational inequalities. The course will utilize the graphing calculator to a limited extent. *Prerequisite: C+ or better in Intermediate Algebra (MAT*137) or Elementary & Intermediate Algebra Combined (MAT*139) or C- or better in Finite Mathematics (MAT*152) or appropriate placement test score. (Elective Type: G/LA/M) (Ability Assessed: 7)*

1473 .....M/W .....10:00-11:15A .....Staff
1474 .....M/W .....11:30A-12:45P .....Staff
1475 .....T/R.....6:30-7:45P .....Staff
1476 .....OLCR.....Milward

***OLCR = Online with campus requirements of 5/7 from 10:00 am to 12:00 pm.***

**MAT*186 Precalculus** (a) **4 credits**

Intended to prepare the student for the theory of Calculus I. Extensive work is done with polynomial and rational functions, including the Fundamental Theorem of Algebra, Rational Roots Theorem, complete factorization, asymptotes and graphing. Detailed coverage of trigonometric functions (both right triangle and circular) includes graphing, trigonometric identities, the solving of equations, the Laws of Sines and Cosines and Inverse trigonometric functions. Other included topics are DeMoivre's Theorem, polar coordinates, mathematical induction, the algebra of matrices and the Binomial Theorem. The graphing calculator is used when appropriate. *Prerequisite: C- or better in College Algebra (MAT*172) OR appropriate placement test score. (Elective Type: G/LA/M) (Ability Assessed: 7)*

1477 .....M/W .....6:30-8:10P .....Clark, R.
1478 .....T/R.....8:00-9:40A.....Staff

**MAT*190 Calculus for Business and Social Science I** (a) **3 credits**

Designed for students who plan to major in social, biological, behavioral, or managerial sciences. Topics include techniques of differentiation and integration, together with applications of the derivative and definite integral. Logarithmic and exponential functions are also examined for their applications. *Note: Students transferring to University of Connecticut under the Business Articulation Agreement MUST take Finite Mathematics before this course. Prerequisite: C- or better in Finite Mathematics (MAT*152), OR C+ or better in Intermediate Algebra (MAT*137) or Elementary & Intermediate Algebra Combined (MAT*139); OR appropriate placement test score. (Elective Type: G/LA/M) (Ability Assessed: 7)*

1479 .....M/W .....3:30-4:45P ..... Hadley

**MAT*222 Statistics II w/Technology Applications** (a) **3 credits**

Designed for those students who desire a more in-depth study of statistics, especially those wishing to transfer to a four-year institution. Topics include hypothesis testing, statistical inference about means and proportions with two populations, linear regression and correlation, multiple regression, analysis of variance, inferences about population variances, goodness of fit and independence, and nonparametric methods. *Prerequisite: C- or better in Elementary Statistics with Computer Application (MAT*165). (Elective Type: G/LA/M) (Ability Assessed: 7)*

1480 .....T/R.....5:00-6:15P .....Staff

**MAT*254 Calculus I** (a) **4 credits**

The limit and derivative of a function are developed. Applications include concavity, optimization problems and rectilinear motion. The definite integral

# TUNXIS HELPS OUR ECONOMY

Tunxis Community College (TCC) plays a significant role in the local economy and is a sound investment from multiple perspectives. Students benefit from improved lifestyles and increased earnings. Taxpayers benefit from a larger economy and lower social services costs. Finally, the community as a whole benefits from increased job and investment opportunities, higher business revenues, greater availability of public funds, and an eased tax burden.

## JUST THE FACTS

Tunxis students who commute to the area from outside the region bring with them monies that would not have otherwise entered the local economy. The expenditures of TCC's out-of-region students generate roughly **$24,100** in added regional income in the TCC impact region.

TCC activities encourage new business, assist existing business, and create long-term economic growth. The college enhances worker skills and provides customized training to local business and industry. It is estimated that the TCC impact region work force embodies about **528,800** credit and non-credit hours of past and present TCC training.

TCC skills embodied in the regional work force where former students are employed increase local income by **$201.4 million**. Associated indirect effects increase income by another **$38.2 million**.

Altogether, the TCC impact region economy annually receives roughly **$261.8 million** in income due to past and present efforts at TCC.

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Tunxis Community College

*Education That Works For a Lifetime*

| CRN | DAY(S) | TIME | INSTRUCTOR |
|---|---|---|---|

and techniques of integration are also further studied. Applications of the definite integral include area under a curve, volumes of solids, arc length, work and center of mass. *Prerequisite: C- or better in Precalculus (MAT*186). (Elective Type: G/LA/M) (Ability Assessed: 7)*

1481 .....M/W .....1:00-2:40P .....Stugard

**MAT*256 Calculus II** (a) **4 credits**

The logarithmic and exponential functions along with their derivatives and integrals; models of growth and decay; inverse trigonometric and hyperbolic functions and their derivatives; integrals; further techniques of integration; indeterminate forms; improper integrals; infinite series; and power series representation of functions. Topics selected from analytic geometry include rotation of axis. *Prerequisite: C- or better in Calculus I (MAT*254). (Elective Type: G/LA/M) (Ability Assessed: 7)*

1482 .....M/W .....4:30-6:10P ..... Cenet

**MAT*268 Calculus III – Multivariables** (a) **4 credits**

A continuation of Calculus II. Included are vectors, the geometry of space and vector functions, along with applications. Partial differentiation and double and triple integration are undertaken, as well as their applications. Line integrals, Green's Theorem and Stoke's Theorem are included. *Prerequisite: C- or better in Calculus II (MAT*256). (Elective Type: G/LA/M) (Ability Assessed: 7)*

1483 .....M/W .....1:00-2:40P .....Staff

**MAT*285 Differential Equations** (a) **3 credits**

Methods of solution of ordinary differential equations, including the LaPlace Transform, are covered. Some elementary applications in geometry, physics, and chemistry are included. *Prerequisite: C- or better in Calculus II (MAT*256). (Elective Type: G/LA/M) (Ability Assessed: 7)*

1484 .....M/W .....5:00-6:15P .....Clark, R.

## MECHANICAL ENGINEERING TECHNOLOGY

**MEC*264 Introduction to Material Science** (a) **3 credits**

Introduces the principles and concepts of how industry changes forms of raw materials to increase value and usefulness. °Awareness of the nature and characteristics of raw materials permits associations to be made regarding selection of processes by which materials may be changed. *Prerequisite: C- or better in Integrated Reading and Writing II (ENG*075) or Introduction to College Reading & Writing (ENG*093) or Introduction to College English (ENG*096) or Reading & Writing VI (ESL*162), or placement test into Composition (ENG*101). (Elective Type: G)*

1485 .....W .....6:30-9:10P .....Staff

## METEOROLOGY

**MET*101 Meteorology** **3 credits**

The concepts of atmospheric temperature, pressure, humidity, wind, and how these factors are measured. Investigation of the physical processes of the atmosphere in such areas as heat transfer, condensation and precipitation, stability-instability and lapse rate. Study of atmospheric circulation and weather changes. Course includes essentials of climatology. Examination includes selected meteorological applications of meteorology. *(Elective Type: G/LA/S) (Ability Assessed: 8)*

1486 .....W .....6:30-9:10P .....Staff

# CSU DUAL ADMISSION PROGRAM

It has never been easier to start your higher education at one of Connecticut's 12 community colleges and finish at Central, Eastern, Southern or Western Connecticut State University. The Dual Admission program makes it easy to outline your path to success, and take advantage of exceptional program benefits.

To participate in this program, students must apply to the Dual Admission Program before they have accrued 15 transferable credits. Academic advisors from both institutions help ensure that your credits will be accepted easily when you move from Tunxis to earn your bachelor's degree at Central, Eastern, Southern, or Western.

**CONTACT ACADEMIC ADVISING CENTER 860.773.1510.**

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|---|---|---|---|

## MUSIC

**MUS*101 Music History and Appreciation I** **3 credits**

The formal and stylistic elements of music are presented together with necessary historical background through lecture, class discussion, and active listening. Includes a broad survey of significant musical styles from the Middle Ages to the present. *(Elective Type: FA/G/HU/LA) (Ability Assessed: 1)*

1487 .....M/W .....8:30-9:45A.....Staff
1488 .....T/R.....3:00-4:15P .....Staff
1489 .....W.....6:30-9:10P .....Staff
1490 .....F .....9:00-11:40A.....Staff
1491 .....ONLINE .....Staff

**MUS*103 History of American Music** **3 credits**

A survey of American music from the Colonial period to the present day in its historical and cultural context. Classical, folk, popular, jazz, and rock music will be covered through lecture, discussion, and active listening. *(Elective Type: FA/G/HU/LA) (Ability Assessed: 1)*

1492 .....ONLINE .....Staff

**MUS*138 Rock & Roll History and Appreciation** **3 credits**

A survey of the evolution of rock music and the origins, characteristics, stylistic development, and cultural/social perspectives from its late-19th century influences to present day trends. *(Elective Type: FA/G/HU/LA) (Ability Assessed: 1)*

1493 .....T/R.....8:30-9:45A.....Staff
1494 .....ONLINE .....Staff

**MUS*148 Beginning Piano** **3 credits**

An introduction to the piano where students will learn the piano keyboard and acquire the basic skills to read general musical notation as related to the piano. Additionally, an understanding and application of the basic chords and scales will be covered. Students will also receive a foundation in music theory and appreciation as it relates to the piano.

1495 .....M/W .....8:30-9:45A.....Staff

## NEW MEDIA COMMUNICATION

**NMC*101 New Media Perspectives** (a) **3 credits**

What qualities do video games, comics, films, and computer simulations share? New Media Perspectives considers this question by examining the underlying structures and interrelated qualities of various media and communication technologies. Students will study selected text-based stories, films, video games, simulations, comics, visual art, and web design. Students will apply what they learn by developing hypertexts, digital stories, and games. The course will also address questions such as: what is new media? How does human experience shape the design of technology? What is interactivity? *Prerequisite: C- or better in Integrated Reading & Writing II (ENG*075) or Introduction to College Reading & Writing (ENG*093) or Introduction to College English (ENG*096) or Reading & Writing VI (ESL*162), or placement into Composition (ENG*101). (Elective Type: FA/G/HU/LA) (Ability Assessed: 1)*

1496 .....T/R.....5:00-6:15P .....Staff

## PHILOSOPHY

**PHL*101 Introduction to Philosophy** (a) **3 credits**

Introduction to Philosophy surveys major problems and questions in philosophy,

# STUDENT EXPECTATIONS

In the courses offered by Tunxis Community College students may be required to use the computer and the internet to access course materials, complete assignments, and take tests. Written assignments should be word processed. Computers are available for student use in the library and the open computer lab. The college offers credit courses in keyboarding and word processing as well as workshops and assistance in the use of computer technology.

Some assignments may involve field trips or work in groups that may require time commitment outside of regular scheduled class hours. Assignments may also require oral or visual presentations. The specific requirements of the course will be stated in the course outline.

Students should expect to spend considerable time outside of class completing assignments and studying. Depending on the course and other factors, for every hour in class, students should plan on spending two, three, or more hours outside of class on homework and studying. (For example, for a 3 credit course, you should expect to spend 9 hours of study time in addition to the 3 hours of class time per week.)

## NOTES...

(a) Indicates that prerequisite or co-requisite to courses as listed in the course description must be met prior to registering.

(b) Student must attend laboratory, clinic, clinic seminar or computer component associated with this course. This component may/may not require additional time outside scheduled class.

(d) Developmental courses do not satisfy English Mathematics credit requirements and cannot be counted as college credit for graduation or for transfer to another institution. Student will not be allowed to take credit level English/Mathematics while enrolled in these courses.

(e) Course may not satisfy degree or certificate program requirement. See course description.

($) Additional Fee for Lab course.

($$) Additional Fee for Studio course.

| CRN | DAY(S) | TIME | INSTRUCTOR |
|---|---|---|---|

drawing from sources dating from ancient through modern periods. The course identifies basic branches, movements, and developments of philosophy in one or more historical traditions. *Prerequisite: C- or better in Composition (ENG*101). (Elective Type: G/HU/LA) (Abilities Assessed: 2, 3)*

1497 ..... M/W ..... 8:30-9:45A ..... Staff
1498 ..... W ..... 6:30-9:10P ..... Staff

**PHL*151 World Religions** (a) **3 credits**

Surveys the spiritual ideas and practices which have sustained human beings in their various environments. The formation and early development of each religious tradition will be examined in historical context. Religious traditions to be examined include the indigenous religions of Africa and the Americas and the major world "source" religions: Judaism, Christianity, Islam, Hinduism, Buddhism, Taoism and Confucianism. Religious Studies is a secular academic discipline that leaves room for a wide range of personal reflection. Key doctrinal, philosophical, ethical, social and psychological dimensions of the religions will be considered (from both content/practice-based and discipline-specific perspectives). A significant portion of learning in this course takes place through fieldwork. *Prerequisite: C- or better in Composition (ENG*101). (Elective Type: G/HU/LA) (Abilities Assessed: 3, 4)*

1499 ..... T/R ..... 1:00-2:15P ..... Staff

## PHYSICS

**PHY*110 Introductory Physics** (a)(b)($) **4 credits**

One-semester introductory physics for the non-science major. The basic concepts of Newtonian mechanics, fluids, heat, electricity and magnetism, light, sound, relativity and quantum mechanics are examined. Lecture and laboratory. *Prerequisite: C- or better in Prealgebra and Elementary Algebra (MAT*085) or Introductory Algebra (MAT*094) or Elementary Algebra Foundations (MAT*095). (Elective Type: G/LA/S) (Abilities Assessed: 8, 9)*

1500 ..... M/W ..... 5:00-6:15P ..... Staff
1501 ..... M (Lab)($) ..... 3:00-4:47P ..... Staff

**PHY*121 General Physics I** (a)(b)($) **4 credits**

Introductory physics course covering measurements, Newton's laws of motion, gravity, work and energy, momentum, rotational motion, static equilibria, fluids, oscillations, conservation laws, waves, sound, temperature, heat transfer and thermodynamics. This course is the first of a two-semester sequence. *Prerequisite: C- or better in Intermediate Algebra (MAT*137) or Elementary and Intermediate Algebra Combined (MAT*139). (Elective Type: G/LA/S) (Abilities Assessed: 8, 9)*

1502 ..... T/R ..... 5:00-6:15P ..... Hadley
1503 ..... T (Lab)($) ..... 6:30-9:20P ..... Hadley
1504 ..... T (Lab)($) ..... 2:00-4:50P ..... Staff

**PHY*221 Calculus-Based Physics I** (a)(b)($) **4 credits**

Introductory physics course intended for science and engineering majors covering measurement, Newton's Laws of Motion, gravity, work and energy, momentum, rotational motion, static equilibria, fluids, oscillations, conservation laws, waves, sound, temperature, heat transfer and thermodynamics. Lecture and laboratory. This course is the first of a two-semester sequence. *Prerequisite: C- or better in Calculus I (MAT*254) or permission of Department Chair. (Elective Type: G/LA/S) (Abilities Assessed: 8, 9)*

1505 ..... W ..... 6:30-9:10P ..... Hadley
1506 ..... M (Lab)($) ..... 6:30-9:20P ..... Hadley

### ELECTIVE TYPES:

*AH = Art History*
*E = English*
*FA = Fine Arts*
*FL = Foreign Language*
*G = General*
*HI = History*
*HU = Humanities*
*LA = Liberal Arts*
*M = Mathematics*
*S = Science*
*SS = Social Sciences*

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## STUDENT ACTIVITIES & CAMPUS CLUBS

Tunxis offers a wide variety of student clubs and organizations designed to fit the diverse backgrounds and interests of our student population. Some of these clubs include the Celebration of Womanhood Club, Criminal Justice Club, DARC Club, Dental Assisting Club, Early Childhood Education Club, Human Services Club, Phi Theta Kappa (Honor Society), R.O.C.K. Club (Christian Faith), SADHA (Student American Dental Hygienist Association), Tunxis Art Club, Tunxis Gaming Club, Tunxis Spanish Club (El Club de Español), Tunxis Student Newspaper Club, and several other organizations. These clubs are a part of the Student Government Association and Student Activities Office.

**Contact Christopher Laporte, Director of Student Activities at 860.773.1362**

| CRN | DAY(S) | TIME | INSTRUCTOR |
|---|---|---|---|

## POLITICAL SCIENCE

**POL*111 American Government** (a) **3 credits**

Explores the structure, function, and evolution of the U.S. government. The three branches of government, the bureaucracy, civil liberties, and civil rights will be examined. The Declaration of Independence, the U.S. Constitution, political parties, public opinion, interest groups and contemporary policy are also investigated. The relationship between the federal, state, and local governments will also be considered. *Prerequisite: C- or better in Integrated Reading & Writing II (ENG*075) or Introduction to College Reading & Writing (ENG*093) or Introduction to College English (ENG*096) or Reading & Writing VI (ESL*162), or placement into Composition (ENG*101). (Elective Type: G/LA/SS) (Ability Assessed: 2)*

| | | | |
|---|---|---|---|
| 1507 | T/R | 8:30-9:45A | Staff |
| 1508 | R | 6:30-9:10P | Staff |

**POL*112 State and Local Government** (a) **3 credits**

The concept, structure and operation of state and local government in the United States are examined in the U.S. federal system. Special emphasis is placed on the workings of Connecticut's state and local governmental units. *Prerequisites: C- or better in Integrated Reading & Writing II (ENG*075) or Introduction to College Reading & Writing (ENG*093) or Introduction to College English (ENG*096), or Reading & Writing VI (ESL*162), or placement into Composition (ENG*101). (Elective Type: G/LA/SS) (Ability Assessed: 3)*

| | | | |
|---|---|---|---|
| 1509 | M/W | 11:30A-12:45P | Fierro, R. |

## PSYCHOLOGY

**PSY*111 General Psychology I** (a) **3 credits**

Introduction to the methodology and history of psychology with emphasis on the topics of learning, thinking, personality, development, motivation, emotion, behavior disorders, therapy, and social psychology. *Prerequisite: C- or better in Integrated Reading & Writing II (ENG*075) or Introduction to College Reading & Writing (ENG*093) or Introduction to College English (ENG*096) or Reading & Writing VI (ESL*162), or placement into Composition (ENG*101). (Elective Type: G/LA/SS) (Ability Assessed: 2)*

| | | | |
|---|---|---|---|
| 1510 | M/W | 8:30-9:45A | Staff |
| 1514 | M | 6:30-9:10P | Staff |
| 1511 | T/R | 10:00-11:15A | Staff |
| 1512 | T/R | 1:00-2:15P | Cianci |
| 1513 | T/R | 5:00-6:15P | Cianci |
| 1515 | W | 2:00-4:40P | Staff |
| 1516 | R | 3:30-6:10P | Staff |
| 1517 | R | 6:30-9:10P | Staff |
| 1518 | ONLINE | | Staff |
| 1519 | ONLINE | | Staff |

**PSY*201 Life Span Development** (a) **3 credits**

Examines developmental psychology, including theories and methodologies used by developmental psychologists. The course will examine continuity and change from conception to death and the interaction of biological, psychological and social aspects of development. The course will prepare students for more advanced courses in developmental psychology. *Prerequisites: C- or better in Composition (ENG*101) AND C- or better in General Psychology I (PSY*111). (Elective Type: G/LA/SS) (Ability Assessed: 10)*

# ALUMNI ASSOCIATION

The Alumni Association of TCC exists to support the College mission, encourage community alliances, promote education, and foster a spirit of unity and pride.

### HISTORY

Tunxis Community College began operations in October 1970 and held its first graduation in June 1972. Ten years later a small group of volunteer graduates initiated an effort to establish an alumni association. The founders wrote bylaws to govern its operation, registered the organization with appropriate state agencies and began holding fund raising events. Proceeds from the events are used to support student scholarships, recognize outstanding faculty and staff, and to help fund other requirements of the College not generally supported by public funds. Alumni Association leadership collaborates with College administration and the Tunxis Foundation and Advisory Board to support important initiatives as they evolve.

### MEMBERSHIP

All graduates of Tunxis Community College degree and certificate programs, and those students who have left the College in good standing, shall be eligible for membership. All active members are encouraged to attend regularly scheduled Board of Directors meetings and participate in association events or committees.

If you would like to support your Alumni Association by volunteering, please complete an application form.

Please visit **tunxis.edu/college/alumni** for more information.

| CRN | DAY(S) | TIME | INSTRUCTOR |
|---|---|---|---|
| 1520 | T | 6:30-9:10P | Staff |
| 1521 | ONLINE | | Staff |

**PSY*203 Child Development** (a) **3 credits**

Childhood from conception to adolescence is examined, with emphasis on the areas of physical, social, emotional, cognitive, language, and sex-role development. *Prerequisites: C- or better in Composition (ENG*101) AND C- or better in General Psychology I (PSY*111). (Elective Type: G/LA/SS) (Ability Assessed: 10)*

| | | | |
|---|---|---|---|
| 1523 | T/R | 10:00-11:15A | Staff |
| 1524 | W | 6:30-9:10P | Staff |

**PSY*220 Educational Psychology** (a) **3 credits**

Focuses on the theories of learning and teaching as well as their practical applications in the classroom. Topics include cognitive and social development, intelligence and ability, motivation and assessment. While not exclusively designed for future teachers, the connection between theory and practice will be explored using a variety of learner styles in a variety of settings. *Prerequisites: C- or better in Composition (ENG*101) AND C- or better in General Psychology I (PSY*111). (Elective Type: G/LA/SS) (Ability Assessed: 10)*

| | | | |
|---|---|---|---|
| 1525 | M/W | 8:30-9:45A | Staff |

**PSY*245 Abnormal Psychology** (a) **3 credits**

An introduction to the study of mental disorders with consideration of their origins, symptoms, treatment, and prevention. Disorders to be examined include anxiety and mood disorders, personality disorders, disorders of childhood, and schizophrenia. *Prerequisite: C- or better in Composition (ENG*101) AND C- or better in General Psychology I (PSY*111). (Elective Type: G/LA/SS) (Ability Assessed: 10)*

| | | | |
|---|---|---|---|
| 1526 | T/R | 1:00-2:15P | Staff |

## SCIENCE

**SCI*298 Special Topic: Intro. to Forensic Science** ($) **3 credits**

Will clarify forensic science for a wide variety of students who are aligned with the criminal justice or forensic science profession. It will emphasize the role of the crime scene investigator in preserving, recording, and collecting physical evidence at the crime scene. The use of DNA in forensics will be explained in a manner that is comprehensable and relevant. *Prerequisite: C- or better in English Composition (ENG*101) AND C- or better in Introduction to Criminal Justice (CJS*101). (Elective Type: G) (Ability Assessed: 6, 9)*

| | | | |
|---|---|---|---|
| 1111 | M/W | 3:30-4:45P | |
| | W (Lab)($) | 5:00-6:47P | Staff |

## SOCIOLOGY

**SOC*101 Principles of Sociology** (a) **3 credits**

Introduction to the analysis of social institutions and processes including sociological theory and method, culture and personality, human ecology and population, and social organization and disorganization. *Prerequisite: C- or better in Integrated Reading & Writing II (ENG*075) or Introduction to College Reading & Writing (ENG*093) or Introduction to College English (ENG*096) or Reading & Writing VI (ESL*162), or placement into Composition (ENG*101). (Elective Type: G/LA/SS) (Ability Assessed: 10)*

| | | | |
|---|---|---|---|
| 1527 | M/W | 8:30-9:45A | Staff |
| 1528 | M/W | 11:30A-12:45P | Edwards, R. |
| 1529 | M/W | 1:00-2:15P | Clucas |


DID YOU KNOW ?

With an associate's degree from Tunxis Community College, over your lifetime, you can earn **$600,000+** more than with a high school diploma only.

And you can save over **$30,000** per year on tuition compared with private colleges.

With flexible class schedules and online courses that fit into your busy schedule, choosing Tunxis Community College simply makes sense (and dollars)!

*Information prepared by CCbenefits, Inc. - 5/08*

Tunxis Community College

*Education That Works For a Lifetime*


***THE COLLEGE MAKES EVERY EFFORT TO MAINTAIN THE SCHEDULE OF COURSES AS LISTED IN THIS PUBLICATION. HOWEVER, COURSE OFFERINGS ARE SUBJECT TO CHANGE.***

***GO TO MY.COMMNET.EDU FOR A COMPLETE, UP-TO-THE MINUTE LISTING OF COURSES.***

***ROOM ASSIGNMENTS WILL BE POSTED ON CAMPUS THE FIRST DAY OF CLASSES: FRIDAY, JANUARY 21 or MAY BE ACCESSED AT TUNXIS.EDU/COURSES.***

***NO CONFIRMATION OF YOUR REGISTRATION IS MAILED BY THE COLLEGE. UNLESS YOU ARE CONTACTED OTHERWISE, ATTEND THE FIRST CLASS SESSION AS SCHEDULED.***

| CRN | DAY(S) | TIME | INSTRUCTOR |
|---|---|---|---|
| 1530 | M/W | 2:30-3:45P | Staff |
| 1531 | T/R | 8:30-9:45A | Edwards, R. |
| 1532 | T/R | 10:00-11:15A | Clucas |
| 1533 | T/R | 11:30A-12:45P | Staff |
| 1534 | T/R | 11:30A-12:45P | Clucas |
| 1535 | R | 6:30-9:10P | Staff |
| 1536 | ONLINE | | Staff |
| 1537 | ONLINE | | Staff |

**SOC*103 Social Problems** (a) **3 credits**

Selected contemporary American social problems are studied from the sociological perspective. Problem areas such as poverty, race, crime and violence, marriage and family problems, drugs and alcoholism, unemployment and work, sex roles and sexism, and other relevant issues are covered. *Prerequisites: C- in Integrated Reading and Writing I (ENG*065), or placement into Integrated Reading and Writing II (ENG*075) or Introduction to College Reading and Writing (ENG*093) or Introduction to College English (ENG*096) or Reading & Writing VI (ESL*162). (Elective Type: G/LA/SS) (Ability Assessed: 10)*

| | | | |
|---|---|---|---|
| 1538 | T/R | 1:00-2:15P | Staff |
| 1539 | ONLINE | | Cianci |
| 1540 | ONLINE | | Cianci |

**SOC*210 Sociolology of the Family (a)** **3 credits**

Study of psychological, sociological, and other factors important to the development of a sound base for successful marriage and parenthood. *Prerequisite: C- or better in Composition (ENG*101) AND C- or better in Principles of Sociology (SOC*101). (Elective Type: G/LA/SS) (Ability Assessed: 10)*

| | | | |
|---|---|---|---|
| 1541 | M/W | 1:00-2:15P | Richard |

**SOC*220 Racial and Ethnic Diversity** (a) **3 credits**

Examines the racial and ethnic composition of the United States and the impact of race and ethnicity upon the distribution of power and opportunity. Major theoretical perspectives will be considered along with patterns of inter-ethnic and inter-racial contact. The politics of minority status and the growth and development of social movements to alter existing arrangements will be studied. *Prerequisites: C- or better in Composition (ENG*101) AND C- or better in Principles of Sociology (SOC*101). (Elective Type: G/LA/SS) (Ability Assessed: 10)*

| | | | |
|---|---|---|---|
| 1542 | M/W | 5:00-6:15P | Edwards, R. |

**SOC*240 Criminology** (a) **3 credits**

The nature and cause of crime, approaches to the study of crime, and its treatment and prevention are explored. The sociology of criminal law and the nature of criminal behavior are also examined. *Prerequisites: C- or better in Composition (ENG*101) AND C- or better in Principles of Sociology (SOC*101). (Elective Type: G/LA/SS) (Ability Assessed: 2)*

| | | | |
|---|---|---|---|
| 1543 | T/R | 11:30-12:45P | Edwards, R. |

**SOC*241 Juvenile Delinquency** (a) **3 credits**

The concept of juvenile delinquency is examined. The relationships between social attitudes and definitions of youthful law violations, along with studies of various forms of delinquency, are considered. Diverse theoretical interpretations of delinquency are analyzed, including subcultural theories, physiologic factors, emotional pressures, and environmental pressures. *Prerequisites: C- or better in Composition (ENG*101) AND C- or better in Principles of Sociology (SOC*101). (Elective Type: G/LA/SS) (Ability Assessed: 2)*

The courses in this schedule are grouped by subjects that are listed alphabetically. Within each subject group, the courses are listed in numerical order from lowest to highest.

Courses designated with codes from 001-099 do not satisfy discipline requirements or count as an elective in any degree program; neither do its credits count toward requirements for graduation. Courses numbered 100-199 are considered first-year courses. Courses numbered 200 or higher are considered second-year courses.

**ELECTIVES**: Within an academic program, courses are either required or elective. Elective courses fall into broad subject areas of study in the liberal arts and sciences. These broad subject areas are the humanities, the natural sciences and the social sciences.

**GENERAL ED REQUIREMENTS**: In addition, all degree programs have specific general education requirements. General education requirements assure that students have exposure to a range of courses in specific areas of the curriculum. The general education requirements are grouped into six modes. The general education modes and courses can be found in the College catalog.

## NOTES...

(a) Indicates that prerequisite or co-requisite to courses as listed in the course description must be met prior to registering.

(b) Student must attend laboratory, clinic, clinic seminar or computer component associated with this course. This component may/may not require additional time outside scheduled class.

(d) Developmental courses do not satisfy English Mathematics credit requirements and cannot be counted as college credit for graduation or for transfer to another institution. Student will not be allowed to take credit level English/Mathematics while enrolled in these courses.

(e) Course may not satisfy degree or certificate program requirement. See course description.

($) Additional Fee for Lab course.

($$) Additional Fee for Studio course.

| CRN | DAY(S) | TIME | INSTRUCTOR |
|---|---|---|---|
| 1544 | M/W | 10:00-11:15A | Clucas |

## SPANISH

### SPA*111 Elementary Spanish I — 4 credits

Presents the essentials of Spanish grammar needed to read, write, and interact in Spanish using simple phrases and common expressions, and highlights the diverse cultu res of Spanish-Speaking peoples. Context for learning is self, family, school and community. *(Elective Type: FL/G/HU/LA) (Ability Assessed: 6)*

| | | | |
|---|---|---|---|
| 1546 | M/W | 9:30-11:10A | Staff |
| 1547 | T/R | 12:30-2:10P | Celona |
| 1548 | T/R | 6:30-8:10P | Staff |
| 1550 | ONLINE | | Celona |
| 1551 | ONLINE | | Staff |

### SPA*112 Elementary Spanish II (a) — 4 credits

Builds and expands skills from Elementary Spanish I with further study of Spanish grammar and of the diverse cultures of Spanish-speaking peoples. Students begin to negotiate simple transactions and dilemmas in Spanish using more complex phrases and common expressions. Context for learning is studying activities from daily life. *Prerequisite: C- or better in Elementary Spanish I (SPA*101) OR permission of Department Chair. (Elective Type: FL/G/HU/LA) (Ability Assessed: 6)*

| | | | |
|---|---|---|---|
| 1552 | M/W | 6:30-8:10P | Staff |
| 1553 | T/R | 9:30-11:10A | Celona |
| 1554 | ONLINE | | Celona |

### SPA*211 Intermediate Spanish I (a) — 4 credits

Builds and expands skills from Elementary Spanish I and II with further study of Spanish grammar and of the diverse cultures of Spanish-speaking peoples. A secondary focus is on expanding reading and writing skills. Students continue to refine their use of practical, conversational Spanish. The context for learning is understanding the experiences of the Spanish speaking peoples. *Prerequisite: C- or better in Elementary Spanish II (SPA*102 or SPA*112)) OR permission of Department Chair. (Elective Type: FL/G/HU/LA) (Ability Assessed: 6)*

| | | | |
|---|---|---|---|
| 1555 | MW | 6:30-8:10P | Staff |

***NOTE: CRN #1555 and #1556 are taught together in the same classroom.***

### SPA*212 Intermediate Spanish II (a) — 4 credits

Builds and expands skills from Intermediate Spanish I with further study of Spanish grammar and of diverse cultures of Spanish-speaking peoples. A secondary focus remains on expanding reading and writing skills. Students continue to refine their use of practical, conversational Spanish. The context for learning is the modeling of the experiences of the Spanish speaking peoples. *Prerequisite: C- or better in Intermediate Spanish I (SPA*201) OR permission of Department Chair. (Elective Type: FL/G/HU/LA) (Ability Assessed: 6)*

| | | | |
|---|---|---|---|
| 1556 | MW | 6:30-8:10P | Staff |

***NOTE: CRN #1556 and #1555 are taught together in the same classroom.***

## THEATER

### THR*110 Acting I — 3 credits

A practical approach to the art of acting, with special attention to the development of the actor's instrument, including voice, body, the senses, creativity, and interpretation. The course combines individual and group exercises and assignments. *(Elective Type: FA/G/HU/LA) (Abilities Assessed: 6)*

| | | | |
|---|---|---|---|
| 1557 | M | 6:30-9:10P | Staff |

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## CAMPUS PARKING

Parking and traffic regulations are designed to provide convenience and safety for members of the College community and visitors. Official parking hangtags are required for faculty and staff of Tunxis to park in restricted parking areas. Persons with disabilities are provided reserved handicapped parking spaces to assure easy access to the buildings.

The Early Childhood Center provides parents/guardians with special hangtags to allow limited parking time in the semi circle.

Anyone parked in an area reserved for faculty/staff or the disabled or in the semicircle without the appropriate tag may be given a parking citation, as well as those leaving vehicles in areas not designated for parking.

# Transition to Tunxis

The following Transition to Tunxis college preparation courses are available only to students whose placement indicates they are eligible for this sequence. These courses provide additional time of instruction, in small classes, to help you succeed.

The three courses are taught as a learning community, and all three courses **must** be taken in the same semester as a full time (12-credit) schedule that includes 6-credits of intensive English, 3-credits of intensive mathematics and 3-credits of First-Year Experience, plus extensive support services. Successful completion of these three courses will enable you, as the student, to move into the next appropriate level of both English and math in the developmental sequence of courses.

**Please contact Debbie Pavlik for advisement for these courses 860.773.1952.**

## *Learning Community #1*

| CRN | DAY(S) | TIME | INSTRUCTOR |
|---|---|---|---|
| **ENG*065** | **Integrated Reading & Writing I** | | |
| 1271 | T/R | 11:30A-2:15P | Keifer |
| **MAT*075** | **Prealgebra-Number Sense/Geometry** | | |
| 1419 | M/W | 10:00-11:15A | Staff |
| **CSS-101** | **First Year Experience** | | |
| 1176 | M/W | 11:30A-12:45P | Staff |

## *Other Transitional Courses*

For students who are **not** able to be full-time students, we offer transitional courses at the following times:

| CRN | DAY(S) | TIME | INSTRUCTOR |
|---|---|---|---|
| **ENG*065** | **Integrated Reading & Writing I** | | |
| 1272 | T/R | 4:30-7:15P | Keifer |
| **MAT*075** | **Prealgebra-Number Sense/Geometry** | | |
| 1420 | M/W | 5:00-6:15P | Staff |

Tunxis Community College

*Education That Works For a Lifetime*

### Integrated Reading and Writing I (a)(d)
### ENG*065 6 credits

Prepares students for basic critical reading, writing, and academic strategies necessary for success in college. Begins to prepare students for the rigors of college level work required across the disciplines. Students focus on understanding of, reporting on, reacting to, and analyzing the ideas of others. Texts serve as inspiration, models, and evidence for students' own writing. Students write exposition, interpretation/analysis, and argumentation essays. Students learn and practice specific study skills and strategies through reading, writing, class discussions, lectures, group presentations, and workshops. This course does not satisfy an English requirement or an elective in any degree program; neither do its credits count toward graduation. *Prerequisite: Placement test score.*

### Prealgebra-Number Sense/Geometry (a)(d)
### MAT*075 3 credits

A course designed for those students who need reinforcement in the basic skills of arithmetic and directed numbers. Topics included in the course are as follows: arithmetic of whole numbers, fractions, decimals and the negative counterparts of those sets of numbers; ratio, proportion and percent; measurement; introduction to the basic concepts of algebra. This course does not satisfy a mathematics elective in any program, nor do its credits count toward graduation. *Prerequisite: Appropriate placement test score for PreAlgebra—Number Sense/Geometry (MAT*075). (Ability Assessed: 7)*

### First Year Experience (a)
### CSS-101 3 credits

First Year Experience prepares students to develop their own plan for academic, personal and professional success through self-evaluation, application of specific strategies, discussions, guided journaling and classroom exercises. These activities help students acquire effective study strategies, stimulate critical thinking, practice oral and written expression, establish goals, identify and participate in the co-curricular life of the college, encourage meaningful relationships with professors and classmates, and choose behaviors leading to a more successful academic experience. *(Elective Type: G) (Ability Assessed: 2)*

# Spring 2016 courses with no prerequisites:

- Basic Accounting (ACC*100)
- The Pueblo Indians (ANT*145)
- Art Appreciation (ART*100)
- Art History I (ART*101)
- Art History II (ART*102)
- Art History III (ART*103)
- Color Theory (ART*109)
- Drawing I (ART*111)
- Three-Dimensional Design (ART*122)
- Digital Photography for Non-Photo Majors (ART*139)
- Photography I (ART*141)
- History of Photography (ART*205)
- Introduction to Business (BBG*101)
- Personal Finance (BFN*110)
- Keyboarding for Info. Processing I (BOT*111)
- Introduction to Communication (COM*100)
- Introduction to Software Applications (CSA*105)
- Database Applications (CSA*140)

**See page 53 for courses with prerequisite of Composition ENG*101.**

- Programming Logic & Design w/Visual Basic (CSC*126)
- Introduction to Criminal Justice (CJS*101)
- Introduction to Corrections (CJS*102)
- Introduction to Law Enforcement (CJS*105)
- First Year Experience (CSS-101)
- Earth Science (EAS*102)
- Natural Disasters (EAS*106)
- Robotics - Construction & Design (EGR*105)
- Design Principles (GRA*101)
- Introduction to Computer Graphics (GRA*110)
- Elementary Italian I (ITA*101)
- Meteorology (MET*101)
- Music History and Appreciation I (MUS*101)
- History of American Music (MUS*103)
- Rock and Roll History Appreciation (MUS*138)
- Beginning Piano (MUS*148)
- Elementary Spanish I (SPA*101)
- Acting I (THR*110)

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## Spring 2016 courses with prerequisite of: C- or better in Integrated Reading and Writing I (ENG*065); OR placement into Integrated Reading and Writing II (ENG*075); OR Intro. to College Reading and Writing (ENG*093), OR Introduction to College English (ENG*096); OR Reading & Writing VI (ESL*162).

- Introduction to Anthropology (ANT*101)
- Business Software Applications (BBG*115)
- Introduction to Early Childhood Education (ECE*101)
- Creative Experiences/Children (ECE*103)
- Music and Movement for Children (ECE*106)
- Health, Safety and Nutrition (ECE*176)
- Introduction to Human Services (HSE*101)
- Social Problems (SOC*103)

## Spring 2016 courses with prerequisite of: C- or better in Integrated Reading and Writing II (ENG*075); OR Introduction to College Reading & Writing (ENG*093); OR Introduction to College English (ENG*096); OR ESL: Reading and Writing VI (ESL*162) OR placement into Composition (ENG*101).

- Introduction to Nutrition (BIO*111)
- Human Biology (BIO*115)
- Human Resources Management (BMG*220)
- Principles of Marketing (BMK*201)
- Intro. to Mass Communication (COM*101)
- Interpersonal Communication (COM*172)
- Public Speaking (COM*173)
- Introduction to Computers (CSC*101)
- Network Essentials I (CST*130)
- Intro. to Management Info. Systems (CST*201)
- Composition (ENG*101)
- Perspectives in the Humanities (ENG*173)
- Introduction to Geography (GEO*101)
- Western Civilization I (HIS*101)
- Western Civilization II (HIS*102)
- World Civilization II (HIS*122)
- U.S. History I (HIS*201)
- U.S. History II (HIS*202)
- U.S. Since World War II (HIS*213)
- History of Women in America (HIS*215)
- African American History (HIS*218)
- Investigations in Health Careers (HLT*103)
- Introduction to Materials Science (MEC*264)
- New Media Perspectives (NMC*101)
- American Government (POL*111)
- State & Local Government (POL*112)
- General Psychology I (PSY*111)
- Principles of Sociology (SOC*101)

Tunxis Community College

# STATE IMMUNIZATION POLICY

**BANNER ID#** _____

*If unknown, leave blank*

271 Scott Swamp Road • Farmington, CT 06032 • 860.255.3555 (Admissions Office)

***Students must comply and return this completed document to the Admissions Office PRIOR to registration.***

**If you were born after December 31, 1956,** Connecticut State Law requires that all full-time (degree seeking and non degree/non matriculating) and part-time matriculating students enrolled in postsecondary schools be adequately protected against measles, mumps, rubella, and varicella (chicken pox). Students must have two (2) doses of each vaccine administered at least one (1) month apart to insure adequate immunization.

***If you are not exempt, please complete one of the options below and attach the necessary documentation.***

Name of Student _____ SS# _____-_____-_____ Date of Birth ____/____/_____

Address _____ _____ _____ _____
Street City/Town State Zip Code

| **OPTION 1: RECORD OF IMMUNIZATION**<br>This section must be completed by either a physician or someone operating under the direction of a physician (ex. School nurse, physician's assistant, or nurse practitioner). | | | **OPTION 2: LAB EVIDENCE OF IMMUNITY OR CONFIRMED CASE OF DISEASE**<br>Test results (Titer) for lab evidence must be attached to this form or document that you have already had the disease(s). If you cannot document a confirmed case of the disease(s), then you must submit immunity results from a medical laboratory. | | |
|---|---|---|---|---|---|
| **Vaccination Type** | **1st Dose** | **2nd Dose** | **Date of Test** | **Result of Test** | **Date of Disease** |
| **Measles** | mo/day/yr __/__/__ | mo/day/yr __/__/__ | mo/day/yr __/__/__ | | |
| **Mumps** | mo/day/yr __/__/__ | mo/day/yr __/__/__ | mo/day/yr __/__/__ | | |
| **Rubella** | mo/day/yr __/__/__ | mo/day/yr __/__/__ | mo/day/yr __/__/__ | | |

**OR**

| | | | |
|---|---|---|---|
| **MMR** | mo/day/yr __/__/__ | mo/day/yr __/__/__ | mo/day/yr __/__/__ |

**AND**

| | | | | | |
|---|---|---|---|---|---|
| **Varicella** (Born after 12/31/1979) | mo/day/yr __/__/__ | mo/day/yr __/__/__ | mo/day/yr __/__/__ | | |

**OPTION 1 & 2: This must be completed by your physician.** I hereby certify that this student has received the immunization(s) or has laboratory evidence of immunity as indicated.

_____ _____
Signature of physician or authorized person Date

Physician's stamp or DEA number

**OPTION 3 & 4:** Medical or Religious exemptions on the reverse side

# IMMUNIZATION WAIVERS

## OPTION 3:
## MEDICAL EXEMPTION

Students with medical exemptions shall be permitted to attend college except in the case of a vaccine-preventable disease outbreak in the college. All susceptible students will be excluded from college based on public health officials' determination that the college is a primary site for disease exposure, transmission and spread into the community. Students excluded from college for this reason will not be able to return to school until:

1. the danger of the outbreak has passed as determined by public health officials;
2. the student becomes ill with the disease and completely recovers, or;
3. the student is immunized.

According to State statutes, (Connecticut General Statues Sections 19a-7f and 10-204a) no student may register for classes without proof of immunization or a statement of exemption. Students seeking an exemption on the basis that a given immunization is medically contraindicated must attach a statement to the form signed by their physician stating that in the physician's opinion, such immunization is medically contraindicated and why it is contraindicated. In addition, the student should complete the following statement and return it to the Tunxis Admissions Office.

*I am submitting the* **enclosed documentation** *from a physician that immunization is medically contraindicated. Therefore, I am exempt from receiving the required immunization as specified by the physician, and shall be permitted to attend college except in the case of a vaccine-preventable disease outbreak in the school.*

Student Name _____ Student Signature _____

## OPTION 4:
## RELIGIOUS EXEMPTION

Students with religious exemptions shall be permitted to attend college except in the case of a vaccine-preventable disease outbreak in the college. All susceptible students will be excluded from college based on public health officials' determination that the college is a primary site for disease exposure, transmission and spread into the community. Students excluded from college for this reason will not be able to return to school until:

1. the danger of the outbreak has passed as determined by public health officials;
2. the student becomes ill with the disease and completely recovers, or;
3. the student is immunized.

According to State statutes, (Connecticut General Statues Sections 19a-7f and 10-204a) no student may register for classes without proof of immunization or a statement of exemption. Students seeking an exemption on the basis that immunizations would be contrary to their religious beliefs should complete the following statement and return it to the Tunxis Admissions Office.

*I hereby assert that immunizations would be contrary to my religious beliefs. Therefore, I am exempt from receiving the required immunization under Section 10-201a of the Connecticut General Statutes and shall be permitted to attend college except in the case of a vaccine-preventable disease outbreak in the school.*

Student Name _____ Student Signature _____

# Tunxis Community College

## Application for Admission

**The application process differs depending on whether you are a new student, readmit student or non-degree student. Choose the column below that best describes you and follow the steps outlined. If you have questions regarding the admissions process, please call 860.773.1490 or email tx-admissions@tunxis.edu.**

**PLEASE NOTE: Communication from the Admissions Office will be emailed to most applicants.**

### NEW STUDENT

**First-time college student or first time enrolling at Tunxis.**

❑ Complete this **Application for Admission** and submit it with the $20 application fee. *(If you previously applied to another CT Community College, the application fee is waived).*

❑ Submit **proof of high school, GED completion** or college degree completion. An official transcript or diploma with graduation date is acceptable.

❑ Submit **immunization records**. Please go to the Admissions home page at **www.tunxis.edu/apply** for additional information.

❑ After receipt of your application, information will be emailed about taking the **Math and English Placement Test** required of all new students prior to registration.

❑ If you completed previous college course work, submit **official transcripts**. *(Submit a **Transfer Credit Evaluation form**, available in the Admissions Office or online).*

❑ To apply for **Financial Aid** go to ***www.fafsa.ed.gov***. The Federal School code for Tunxis is 009764. For more information call 860.773.1422 or go to www. tunxis.edu/financial.

### READMIT STUDENT

**Haven't attended Tunxis in two or more years.**

❑ Complete this **Application for Admission** and include the date of previous attendance on the application form. No application fee.

❑ Verify that Admissions has **proof of high school or GED completion**. An official transcript or diploma with graduation date is acceptable.

❑ Verify that Admissions has a complete **immunization record**. Please go to the Admissions home page at **www.tunxis.edu/apply** for additional information.

❑ To apply for Financial Aid go to **www.fafsa.ed.gov.** The Federal School code for Tunxis is 009764. For more information call 860.773.1422 or go to www.tunxis.edu/financial.

### NON-DEGREE STUDENT

**Taking a college course but not completing a degree at Tunxis.**

❑ Complete this **Application for Admission** and submit it with the $20 application fee. *(If you previously applied to another CT Community College, the application fee is waived).*

❑ Provide unofficial **transcripts** from previous colleges as proof of prerequisite course completion or take the **Math and English Placement Test**.

Note: Financial Aid is not available for non-degree students.

**For updates on Tunxis, follow us on Facebook and Twitter**

**facebook.com/tunxis**

**@tunxiscc**

**For college information, contact any of these campus offices:**

| | |
|---|---|
| Admissions: | 860.773.1490 |
| Financial Aid Services: | 860.773.1422 |
| Main Number: | 860.773.1300 |

**Or visit our website at: www. tunxis.edu**

**Mailing Address:**
**Admissions Office**
**Tunxis Community College**
**271 Scott Swamp Road**
**Farmington, CT 06032**

Tunxis Community College

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Tunxis Community College
271 Scott Swamp Road
Farmington, CT 06032
860.773.1490 www.tunxis.edu

For Office use only Date _____
BANNER @ | | | | | | | |
Received _____ Entered _____
Entered by _____
Admit Type _____ Student Type _____
Ability to Benefit met _____ Yes _____ No
Application Fee paid _____ Yes _____ No
Cash _____ Check # _____ Waived _____
Credit Card _____ Deferred _____

# APPLICATION FOR ADMISSION

**Applicant's Legal Name** _____
(Last) (First) (Middle)

_ _ / /
**(Social Security Number)** **(Date of Birth)** **(Gender: M/F)** **Former Last Name(s)**

(Social Security Number is requested for purposes of financial aid, Federal income tax benefits, the provision of some College services, accuracy of student records and other business purposes.)

**Mailing Address** _____
Street City State Zip

**Permanent Address** _____
Street City State Zip

**Telephone** _____
Home Work Cell

**Email** | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
**(used for correspondence from the College)**

**Have you ever attended this college?** ☐ Yes ☐ No If yes, when? _____
**Have you previously attended a CT Community College?** ☐ Yes ☐ No If yes, where? _____
**For which semester are you applying?** ☐ Fall (Sept-Dec) ☐ Spring (Jan-May) ☐ Winter (Dec-Jan) ☐ Summer (Jun-Jul) **Year** _____

**CITIZENSHIP**
Are you a United States citizen? ☐ Yes ☐ No If no, are you a Permanent Resident? (Green Card holder) ☐ Yes ☐ No

**ETHNICITY/ RACE** Please provide the following ethnicity and race data. This information is requested on a voluntary basis by the U.S. Department of Education, National Center for Education Statistics. Your answer will not affect admission to or registration in the college.

Do you consider yourself to be Hispanic/Latino? ☐ Yes ☐ No
What is your race? Select one or more:
☐ White(10) ☐ Black or African American(20) ☐ Asian(45) ☐ American Indian or Alaskan Native(50)
☐ Native Hawaiian or Other Pacific Islander(80) ☐ Other(90)

**FAMILY EDUCATIONAL BACKGROUND**
Do either of your parents hold a bachelor's degree (4-year college degree) or higher? ☐ Yes ☐ No

**MILITARY STATUS**
Are you currently on active duty with the U.S. armed forces? ☐ Yes ☐ No (ACTD)
Are you currently a member of the National Guard or Reserve? ☐ Yes ☐ No (NGRE)
Have you ever served in the U.S. armed forces? ☐ Yes ☐ No (VET1)
Are you a dependent of a member of the U.S. armed forces? ☐ Yes ☐ No (VETD)
*If you answered "Yes" to any of these questions you may be entitled to benefits and you should meet with the College's Veterans Certifying Official (VCO).*

**IN-STATE TUITION**
1. I am eligible for in-state tuition because I have continuously resided in Connecticut for at least one year and Connecticut is my permanent home. _____ Yes _____ No
2. Even though I answered "No" to the question above, I claim and can demonstrate through documentation that I am eligible for in-state tuition. _____ Yes _____ No

*Out-of-state students may be eligible for a reduced tuition rate through the NEBHE program. For details, see the college catalog or website.*

3. ___ Check here if applying under the New England Regional Student program (NEBHE).

***If you answered "Yes" to question #2 or checked question #3, you must submit a "Declaration of Eligibility for in-State or NEBHE Tuition" for review and determination of eligibility.***

## DEGREE STATUS

In which degree/certificate program are you planning to enroll?_____

*Use list of majors/codes included in this application.* Please write major name and code above. Select from enclosed list.

## HIGHEST DEGREE LEVEL (check one only)

- ☐ No High School Diploma or GED(01)
- ☐ High School Diploma or GED(02)
- ☐ Some College (06)
- ☐ Undergraduate Certificate (05)
- ☐ Associate's Degree (07)
- ☐ Bachelor's Degree (08)
- ☐ Master's Degree (09)
- ☐ Other Advanced Degree (10)
- ☐ Doctoral Degree (11)
- ☐ First Professional Degree (JD, MD, DDS, LLB) (12)
- ☐ Sixth-Year Certificate (13)

## EDUCATIONAL GOALS

- ☐ Certificate (credit) (CT)
- ☐ Transfer without an Associate's Degree (DN)
- ☐ Improve English Skills/Proficiency (ES)
- ☐ Associate's Degree (DG)
- ☐ Job Preparation/Retraining Course (JB)
- ☐ Developmental (College Preparation) Education (DV)
- ☐ Fulfill other college's requirement (AC)
- ☐ Job Promotion (JP)
- ☐ Unsure at this time (UN)
- ☐ Transfer with an Associate's Degree (DT)
- ☐ Personal Development Course(s) (PD)
- ☐ Other Goal (NL) _____

## ACADEMIC BACKGROUND

Do you have a High School Diploma? ☐ Yes ☐ No ☐ Pending Graduation Year_____

Name of High School_____Town_____State_____Country_____

Do you have a General Equivalency Diploma (GED)? ☐ Yes ☐ No Year_____ GED Number_____ Town/State_____

Do you have an Adult High School Diploma? ☐ Yes ☐ No Graduation Year_____Town/State_____

Do you have a Home School Diploma? ☐ Yes ☐ No Graduation Year_____Town/State_____

Have you participated in the High School Partnership Program through the CT Community Colleges? ☐ Yes ☐ No

Have you participated in the College Career Pathways/Tech Prep Program through the CT Community Colleges? ☐ Yes ☐ No

## PREVIOUS COLLEGE BACKGROUND

* (To transfer credits to Tunxis visit: tunxis.edu/transfer)

| College/University Name | State | Dates of Attendance | Graduation Date | Degree Awarded |
|---|---|---|---|---|
| | | | | |
| | | | | |
| | | | | |

## INTERNATIONAL STUDENT INFORMATION

Are you an international student who needs an I-20 form for an F-1 Visa? ☐ Yes ☐ No

Other Visa Holder (indicate type)_____ Visa Admission Number_____

Visa Start Date_____ Visa End Date_____

International Address_____

## EMPLOYMENT INFORMATION

☐ Employed Full-time ☐ Employed Part-time ☐ Unemployed

Name of Employer_____Address of Employer_____

Title/Position_____ Does your Employer have a Tuition Reimbursement Program? ☐ Yes ☐ No

## EMAIL COMMUNICATIONS

I request the College forward to me at the email address I have provided all correspondence, including personally identifiable information pertaining to me from College records that are protected by FERPA.

Signature: _____ Date: _____

## CONSENT FOR THE DISCLOSURE OF EDUCATION RECORDS

I understand that to maintain accurate student records, including the records pertaining to my attendance at the College, and for other necessary business purposes, the College may need to release or provide access to personally identifiable information in its records pertaining to me to another College in the Community College System or to the System's administrative office. Accordingly, I hereby authorize the College to release or allow access to such information to those indicated for the purposes described.

Signature: _____ Date: _____

**I certify with my signature below that I am the applicant and that the information I have provided above is accurate. If admitted, I pledge to comply in good faith with all the rules and regulations of the College. I realize that any misleading information provided by me on this application may be cause for dismissal. I understand that information collected in this application is for reporting purposes only and will not be used in the selection process for admission.**

**Student Signature**_____**Date**_____

**Parent/Guardian Signature (if under 18)**_____**Date**_____

# Degree & Certificate Programs

- **Write on the application the name and code of the degree/certificate program you wish to pursue.**
- **If you are undecided about your choice, please use the code for General Studies (JB20)**
- **If you are not pursuing an associate degree or certificate at Tunxis, enter Non-degree/Non-matriculated (JZ99)**
- **If you intend to apply for financial aid you CANNOT select Non-degree/Non-matriculated (JZ99).**
- **College policy requires that all students enroll in a degree or certificate program at the completion of 12 credits.**

## ASSOCIATE DEGREE PROGRAMS

Business Administration....A67
Business Office Technology....A26
Business Office Technology: Medical Option....A79
Computer Information Systems....A95
Honors Computer Science/Mathematics....B35
CIS: Computer Programming Option....A02
CIS: Network Administration Option....A04
Criminal Justice....B09
Criminal Justice: Corrections Option....A81
Early Childhood Education....B31
Engineering Science....B15
General Studies....B20
Graphic Design....A18
Graphic Design: Interactive Media Option....B30
Human Services....B21
Human Services: Family Violence Intervention Option. B25
Liberal Arts and Sciences (AS)....A75
(AA)....J12JA75
Pathway To Teaching Careers (AA)....C35
Technology Studies....F11
Technology Studies: Bimolecular Science Option....F21
Technology Studies: Engineering Technology Option....F12
Technology Studies: Technology and Engineering Education Option....F13
Visual Fine Arts....A19
Visual Fine Arts: Photography Option....A01

## CERTIFICATE PROGRAMS

* Accounting....J05
* Business Administration....J42
Computer Aided Drafting (CAD)....J29
* Computer Programming....J27
Early Childhood Administration....J90
* Early Childhood Education....J85
e-Commerce....J03
Electrical....N12
English as a Second Language/ESL....J10
Entrepreneurship....J06
Family Violence Intervention....J86
Finance....J07
* Graphic Design....J13
Health Career Pathways....K55
* Health Information Technology....J32
Homeland Security....J04
* Human Services....J14
Lean Manufacturing....J31
* Marketing Management....J17
* Microcomputer Processing....J28
Network Administration....J01
* Office Applications....J24
Photography....J02

*** Indicates certificates eligible for financial aid. Please contact Financial Aid Services at 860.773.1422 for details.**

## SELECTIVE ADMISSION PROGRAMS

* Dental Assisting (cert)....J82
Dental Hygiene....B14

**Selective admissions: Special application required. See College catalog for details.**
**Dental Assisting Certificate is also eligible for financial aid.**

Tunxis Community College
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Connecticut Board of Regents for Higher Educaton • Tunxis Community College is accredited by The New England Association of Schools and Colleges

Revised 8/10/15

# Follett's Bookstore at Tunxis Community College

Books are available before classes start and throughout the semester. We recommend you register for classes before purchasing textbooks, since different course sections may have varying text requirements. The Bookstore is located in the main administration (100) building next to the cafeteria, to the right of the main entrance lobby. In addition to textbooks for your classes, visit Tunxis Bookstore for stationery, art/science supplies, and other items you may need while on campus.

## • REGULAR HOURS •

**Monday through Thursday: 9:00am-5:30pm**
**Friday: 9:00am-1:00pm**
**Saturday: CLOSED**

Extended hours will be added at the beginning and end of each semester. When classes aren't in session, please call for updated hours or visit online at Txcc-shop.com for more information.

## • DIRECT SHIPPING OF BOOKS •

If you can't make it to campus to buy your books, we can ship them to you.

## • BOOK BUYBACK – ALL DAY •

**NEW!** You can now put some money back in your pocket by selling your textbooks back to the Follett bookstore at Tunxis every day!

# Follett's Bookstore at Tunxis Community College

Contact David Stohl, Bookstore Manager, 860.255.3450 • Txcc-shop.com