



Villa Maria College

Catalog
2012/2013





This catalog reflects the best information available as of June, 2012. All statements concerning fees, financial aid, course offerings, programs of study, admissions criteria and graduation requirements are subject to change without notice or obligation. Students are advised to inquire within the appropriate office concerning any changes.

Villa Maria College does not discriminate on the basis of age, race, religion, creed, color, gender, sexual orientation, national or ethnic origin, marital status, physical or mental disability or any other protected status in its admissions or employment policies, nor in any other aspect relative to the conduct of college programs and activities.

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Mission

Villa Maria College, founded by the Felician Sisters, provides students a rigorous and enriching educational experience. Offering academic programs with a broad core curriculum, the College transforms and empowers students to realize their intellectual, professional, creative and spiritual potential. Inspired by a welcoming Catholic tradition and a dynamic Franciscan spirit, the College offers individual attention and fosters compassion, justice, peace, respect for human dignity and a commitment to service.

Vision

Villa Maria College envisions itself as a leading innovative Western New York institution of higher education offering associate and baccalaureate degrees emphasizing programs in the applied arts and music, while offering and maintaining quality in other educational disciplines.

History

Villa Maria College was founded by the Congregation of Sisters of St. Felix (Felician Sisters) as a teacher-training center for its sisters in the education apostolate. The congregation, founded by Blessed Mary Angela Truszkowska in Poland, is a Franciscan community dedicated to providing education, social service, and health care to the poor and needy. The congregation's mission spread to America and one of the provinces was established in Buffalo, New York. Mother Mary Annette Guzowski, Provincial Superior of the Buffalo province, together with the congregation, founded Villa Maria College in 1961. The College is a member of the Association of Franciscan Colleges and Universities. Villa Maria College is a Felician Franciscan Sponsored Ministry.

The college was established as an affiliate of the Catholic University of America. In 1961, a provisional charter was secured from the Board of Regents of the State of New York to grant Associate in Arts (A.A.) and Associate in Applied Science (A.A.S.) degrees to women religious. In 1965, the charter was renewed and extended to include lay women who wished to pursue an associate degree. In 1968, the College was granted an Absolute Charter and was recognized as a co-educational institution. In 1974, the Associate in Science (A.S.) degree was added. In 1972, the College became fully accredited by the Middle States Commission on Higher Education. Reaffirmation was received in 1978, 1983, 1988, 1993, 1999, 2003 and 2008. In 2005, the Absolute Charter was amended for the College to offer its first baccalaureate degree.



accreditations

Villa Maria College is chartered by the Board of Regents of The University of the State of New York. **It is accredited by the Commission on Higher Education of the Middle States Association of Colleges and Schools**, 3624 Market Street, Philadelphia, PA 19104, (215) 662-5606. The Commission on Higher Education is an institutional accrediting agency recognized by the U.S. Secretary of Education and The Council for Higher Education Accreditation. **The College's degree programs are registered by the New York State Education Department**, Office of Higher Education, Cultural Education Center, Room 5B28, Albany, NY 12230, (518) 474-5851.

The Associate in Applied Science (A.A.S.) degree in Physical Therapist Assistant is accredited by the Commission on Accreditation in Physical Therapy Education (CAPTE) which is an accrediting agency recognized by the US Department of Education (USDE) and the Council for Higher Education Accreditation (CHEA). CAPTE grants specialized accreditation status to qualified entry-level education programs for physical therapists and physical therapist assistants. American Physical Therapy Association, 1111 North Fairfax Street, Alexandria, Virginia 22314, accreditation@apta.org / www.capteonline.org.

The Bachelor of Fine Arts (B.F.A.) in Interior Design is accredited by the Council for Interior Design Accreditation (CIDA) which ensures a high level of quality in interior design education. The Council for Interior Design Accreditation (CIDA) is an independent, non-profit accrediting organization for interior design education programs at colleges and universities in the United States and Canada. CIDA, 206 Grandville Avenue, Suite 350. Grand Rapids, MI 49503-4014, t: 616.458.0400.

The music programs are accredited by the National Association of Schools of Music (NASM). The Associate in Applied Science in Jazz, Associate in Applied Science in Music (Business), Associate in Science in Music, and Bachelor of Arts in Music programs were approved in December 2011. The Bachelor of Science in Music Industry is under review for accreditation by NASM. An organization of schools, conservatories, colleges and universities, NASM establishes standards for undergraduate and graduate degrees and other credentials. National Association of Schools of Music, 11250 Roger Bacon Drive, Suite 21, Reston, Virginia 20190-5248, t: 703.437.0700.

HEGIS Codes

The New York State Education Department has prescribed codes for all approved courses. Any student enrolled or registered in other courses or programs not on this list may jeopardize eligibility for student aid awards.

Program	Hegis Code
Certificate Historic Preservation and Restoration	5012.00
Associate in Applied Science (A.A.S.)	
Business Administration	5004.00
Early Childhood Education	5503.00
Graphic Design	5012.00
Health Sciences	5619.00
Interior Design Assistant	5012.00
Jazz	5610.00
Music (Business)	5004.00
Photography	5007.00
Physical Therapist Assistant	5219.00
Associate in Arts (A.A.)	
Liberal Arts	5649.00
Associate in Science (A.S.)	
Education Studies	5503.00
Fine Arts	5610.00
Music	5610.00
Bachelor of Arts (B.A.)	
Creative Writing and Literature	1507.00
Music	1005.00
Music with a concentration in jazz	1005.00
Bachelor of Fine Arts (B.F.A.)	
Animation	1009.00
Fashion Design & Merchandising	1009.00
Graphic Design	1009.00
Interior Design	0203.00
Integrated Arts	1001.00
Photography	1011.00
Bachelor of Science (B.S.)	
Music Industry	1004.00

The information contained on this page is accurate as of June 2012. Changes may occur following the printing of this catalog. Villa Maria College is not responsible for any information which may change or become outdated. It is the responsibility of each student to inquire concerning changes in policy, procedures, or programs to this catalog.

Main Switchboard	716-896-0700
Felician Hall	716-961-2863
General Fax	716-896-0705

Departments & Services

Academic Affairs, Vice President	716-961-1801
Academic Success Center	716-961-1861
Admissions	716-961-1805
Alumni	716-961-1852
Art Department Chair	716-961-1843
Bookstore	716-961-1808
Business Affairs, Vice President	716-961-1811
Campus Ministry	716-961-1813
Campus Security	716-870-7176
Career Development	716-961-1814
Center for Life Long Learning	716-961-1815
Communications & Public Relations	716-961-1889
Computer Services	716-961-1817
Counseling	716-961-1821
Development, Vice President	716-961-1825
Enrollment Management, Vice President	716-961-1838
Facilities	716-961-1874
Financial Aid	716-961-1850
Grants and Corporate and Foundation Relations	716-961-1824
Health, Education & Business Department Chair	716-961-1827
Health Services	716-961-2852
Human Resources	716-961-2864
Institutional Research	716-961-1859
Instructional Design and Programming	716-961-1866
Liberal Arts Department Chair	716-961-1832
Library	716-961-1862
Maintenance	716-961-1867
Music Department Chair	716-961-1826
President, Office of	716-961-1869
Registrar, Office of	716-961-1875
Special Events	716-961-1851
Student Accounts	716-961-1883
Student Affairs, Vice President	716-961-1876
Student Life	716-961-1878
Students with Disabilities	716-961-1879
Veterans Affairs	716-961-1850

Fall 2012 Academic Calendar

Course Challenge Deadline	Aug 24
Classes Begin	Aug 27
Drop/Add Deadline	Aug 31
Labor Day Holiday	Sept 3
Audit-to-Credit Change Deadline	Sept 21
Columbus Day/Fall Holiday	Oct 8-9
Mid-Term Grades Due	Oct 17
Application for Graduation (December Graduates)	Oct 5-12
Course Withdrawal Deadline	Oct 26
Advisement Week	Nov 5-9
Spring 2013 Registration Begins	Nov 12
Withdrawal Deadline from College with No Academic Penalty	Nov 16
Thanksgiving/Student College Holiday	Nov 21-25
Classes Resume	Nov 26
Final Day of Classes	Dec 5
Class or Exam Make-Up Days	Dec 6-7
Final Critique	Dec 7
Final Grades Due	Dec 10
Incomplete Grades Due	Jan 7

Spring 2013 Academic Calendar

Course Challenge Deadline	Jan 18
Classes Begin	Jan 22
Drop/Add Deadline	Jan 28
Audit-to-Credit Change Deadline	Feb 15
President's Day Holiday	Feb 18
Mid-Term Grades Due	Mar 13
Application for Graduation (May Graduates)	Mar 1-8
Course Withdrawal Deadline	Mar 22
Easter Holiday	Mar 28-Apr 1
Mid-Semester Break	Apr 2-7
Classes Resume	Apr 8
Advisement Week	Apr 8-12
Withdrawal Deadline from College with No Academic Penalty	Apr 12
Summer/Fall 2013 Registration Begins	Apr 15
Final Day of Classes	May 8
Class or Exam Make-Up Days	May 9-10
Final Critique	May 10
Final Grades Due	May 13
Commencement	May 19
Incomplete Grades Due	June 7

Villa Maria College invites all persons who can profit from collegiate instruction to apply for admission. Admission is open to all qualified applicants.

Villa Maria College does not discriminate on the basis of age, race, religion, creed, color, gender, sexual orientation, national or ethnic origin, marital status, physical or mental disability or any other protected status in its admissions or employment policies, nor in any other aspect relative to the conduct of college programs and activities. Final decisions on admission to the College are based upon academic records and demonstrated learning experience. Villa Maria College prides itself on serving the needs of a diverse student population and offers a curriculum that integrates a liberal arts education within both career and pre-professional programs designed to meet the changing needs of traditional and non-traditional students. The College offers a unique learning environment that fosters intellectual growth and the development of critical thinking skills.

Office hours during the academic year are Monday-Friday, 9 a.m.-5 p.m. Interviews and campus tours with Admissions may be scheduled during these hours with or without an appointment. Evening and Saturday interviews or campus tours are available by appointment only. The Office may be reached by calling 716-961-1805 or via email at admissions@villa.edu.

New Students

To qualify for admission, new students must:

1. Hold a high school diploma or a high school equivalency diploma (GED).
Students holding an IEP diploma are not eligible for admission.
2. Complete the Application for Admission in person or online on the College's secure website at www.villa.edu.
3. Send an official high school transcript or a copy of the GED transcript to the Admissions Office.
4. Participate in placement testing.
5. Schedule a personal interview with an admissions counselor. Certain baccalaureate programs (Animation, Fashion Design and Merchandising, Graphic Design, Integrated Arts, Interior Design, Photography, Music and Music Industry) require a program-specific interview and/or audition with a faculty member prior to course registration.
6. Complete the necessary financial aid forms if applying for financial assistance at the state, federal, and/or institutional levels.
7. Complete required health/medical forms and return to the Health Services Office before the first day of classes. Health-related questions may be directed to the Director of Health Services at 716-961-2852.

Neither the Scholastic Aptitude Test (SAT) nor the American College Test (ACT) are required for admission but assists prospective students in several ways. Scores from the SAT or ACT may exempt students from placement testing and allow the College to consider them for scholarship opportunities. Students may submit SAT and/or ACT scores, or, when testing, designate Villa Maria College as a school of choice to have their score reports sent directly to the College. The codes for Villa Maria College are as follows: SAT 2692; ACT 2983.

Home Instruction Students

To provide evidence of substantially equivalent high school learning experience, home-schooled students must provide Admissions with one of the following:

- A letter from the local school district in which the student resides confirming his/her education was substantially equivalent to instruction given to students graduating high school within their respective public school system
- A passing GED test score

To be eligible for financial aid, home-schooled students must obtain the state credential and must be beyond the age of compulsory attendance as determined by New York State regulations.

Conditionally Admitted Students

Students who are not eligible for regular admittance to Villa Maria College may be considered for two programs: the Quest program, which takes place during the regular academic year, or the Jump Start Program, which takes place over the summer.

Students eligible for conditional admit status may participate in the summer Jump Start program prior to the beginning of their first semester. Jump Start is an intensive six-week program in which students take pre-college courses and participate in a series of workshops aimed to ease the transition to college life. Upon successful completion of this program, students become eligible for regular admittance to the College. Jump Start students will also be exempt from IDS 106: First Year Seminar.

Students who participate in the Quest program will be limited to 13 credits in their first semester and will be required to meet a series of special requirements, which may include (but may not be limited to) the completion of pre-college courses and participation in weekly tutoring sessions. At the end of the first semester, each Quest student will meet with members of the Academic Review Committee for an evaluation. The Committee will then review the student's academic and attendance records and check for satisfactory completion of Quest requirements. Those students judged to be in good academic standing may then become eligible for regular admission into their programs of choice.

Transfer Students

Students transferring from other institutions must meet Villa Maria College's admission requirements. The following policies and procedures apply to the admission of transfer students:

1. Official transcripts of all previous college study for college transfer credit must be submitted to the Director of Enrollment Management prior to acceptance.
2. Transfer students with post-secondary degrees are not required to submit a high school transcript, with the exception of applicants to the Physical Therapist Assistant Program.
3. Courses with a grade of S (satisfactory) or P (pass) may be accepted, but are not counted in the quality point average.
4. Courses completed at other institutions with a grade of C or above are accepted for credit if applicable to the chosen program of study. Grades of C- or below are not eligible for transfer credit.
5. Art students must submit an appropriate art portfolio to support any letter grade they have earned. Their portfolio must be accepted by the Art Department in order for that letter grade to transfer.
6. Transfer students must arrange for immunization records from previous institutions to be forwarded to the Health Services Office.
7. Transfer credits from at Bryant and Stratton College are limited to courses taken after 2003.

Students Eligible for Readmission

A readmitted student is one who previously matriculated at the College, but has not applied for nor been granted a leave of absence. These students must complete a readmittance application through the Admissions Office, submit a formal letter of request, and if necessary, develop a defined action plan for success. Students will be required to participate in placement testing and submit both their Villa Maria College transcript and those from other collegiate institutions prior to being accepted. Students follow the specific requirements defined by the program of study in effect when readmitted.

Student eligibility for enrollment from associate to baccalaureate programs.

Villa Maria College students who are graduating from an associate degree program and would like to pursue the baccalaureate degree in the same discipline must be readmitted. The student applicant will complete a readmittance form obtained in the Admissions Office. Prior to being accepted into the baccalaureate program the admissions team and college faculty will review student transcripts. A portfolio and/or faculty program interview may be required.

International Students

Villa Maria College is authorized under Federal law to enroll non-immigrant, alien students.

Admission requirements:

1. Applicants should possess the equivalent of 12 years of elementary and secondary school education.
2. The Test of English as a Foreign Language (TOEFL) administered by the Educational Testing Service (Princeton, NJ, USA 08540) is required. Results must be forwarded to the Admissions Office. A minimum score of 450 on the paper-based test or 133 on the computer-based test is required.
3. Foreign students must meet College TOEFL requirements prior to review of high school and post-secondary transfer credits by the Registrar's Office. Credit is accepted only from government schools. College-level English composition is not accepted if English is not the official language of the country of origin. As per standard college course transfer credit evaluation, all courses must be matched for similarity to courses offered within Villa Maria College and its programs. Only courses with grades of C or higher are transferable. A grade of C- is not transferable.
4. An application for admission and transcripts from any secondary schools and colleges must be submitted.
5. A financial statement indicating that sufficient financial resources are available must be provided. No financial assistance is available to international students. A letter of acceptance and the I-20 form (Certificate of Eligibility) are forwarded to the applicant after all documents have been submitted, evaluated, and approved.
6. A mandatory, non-refundable processing fee of \$100.00 payable in U.S. currency by check or money order to Villa Maria College is required.

Non-Matriculating Students

Non-matriculating students are defined as those who choose to pursue courses for credit, but who do not intend or have not yet decided to earn their degree at Villa Maria College. Non-matriculating students must meet course prerequisites or receive department permission. Financial aid is not available to non-matriculating students. The following procedures apply:

1. Students must submit a completed form for non-matriculating students to the Registrar's Office.
2. If non-matriculating students determine they would like to earn a degree at Villa Maria College, it is recommended that an application for admission be submitted prior to the completion of 15 credit hours. This early action will ensure that they will receive the appropriate advisement for degree completion purposes.

Program-Specific Procedures

Art

All A.A.S. and B.F.A. art programs require an interview with a program faculty member. A portfolio review is recommended but permission to bring samples of creative work including visual, written and the performing arts is acceptable pending approval from the admissions department.

Liberal Arts

Applicants for the Liberal Arts/Natural Sciences (LBN) are required to have taken high school chemistry and biology as well as Course I Mathematics or Elementary Algebra.

Creative Writing and Literature

The Creative Writing and Literature program requires a portfolio review and interview with a program faculty member.

Music

All music programs require an audition and an interview with a program faculty member. Students who lack appropriate college-level preparation for music courses will be placed in pre-college courses. Each pre-college course must be successfully completed with a minimum grade of RC. Please see the "Grading System" section of this catalog for further details. College credit is not awarded for pre-college courses; however, credit equivalents for pre-college courses are used to calculate total semester credits and tuition.

Physical Therapist Assistant (PTA)

Admission into the PTA program is competitive. A high school average of 85 or higher and/or a college GPA of 2.8 or higher is required for direct admission into the program. Applicants for PTA are required to take biology and chemistry or physics (physics preferred) in high school. Applicants must also demonstrate through math placement testing or transferrable college coursework that their math ability is equivalent to MAT 111, College Algebra. Applicants who lack appropriate science coursework or math abilities may take an additional one to two semesters to complete the PTA program. Applicants interested in the program are strongly encouraged to be involved in or give evidence of prior volunteer or work experience in the healthcare field. A letter of recommendation from a supervisor of the healthcare experience should be submitted to the Director of Enrollment Management. Persons interested in the PTA Program are advised to apply early as enrollment in the program is limited. Once an application is completed and all transcripts are received, eligible applicants will be contacted to set up any required interview(s) with a program faculty member.

Applicants who do not meet the required GPA, or those with a GED may be admitted to Villa Maria College as Liberal Arts/Natural Science LBN/PTA students. These students will be advised by PTA faculty, and have an opportunity to raise their GPA and/or take appropriate classes to prepare them to enter the PTA program. *Please note that LBN/PTA students are not guaranteed admission into the PTA program.* Admission is contingent upon meeting the GPA requirements stated above.

Placement Testing

The placement test is designed to assess applicants' skill levels in writing and mathematics in order to place them into the appropriate course(s). The placement test is a computerized-adaptive test in which the questions adapt to student ability levels. Applicants to the Music Department are also required to take music theory and aural skills placement tests. Applicants with accredited college degrees, transfer students who qualify, and applicants with SAT scores of 500 or higher for each component may be exempt from testing. Applicants with an ACT score of 21 may also be exempt. Applicants must contact the Admissions Office to make arrangements to take the test. Placement test results are discussed with students prior to registration.

Reading, Writing & Mathematics Skills

Competency in reading, writing, and mathematics is assessed through placement testing scores and high school and college academic profiles. Students whose skills in these areas require further development will be placed in the appropriate college-level or pre-college level course(s) during their first semester of study at Villa Maria College. Each required pre-college course must be successfully completed with a minimum grade of RC. Please refer to the "Grading System" section of this catalog for further details. Credit toward graduation is not awarded for pre-college courses. Credit equivalents for pre-college courses are used, however, to calculate total semester credits, financial aid eligibility, and tuition.

Advanced Placement

Villa Maria College maintains agreements with area high schools and with BOCES relative to programs that provide for academic credit in specific courses. Agreements also provide for students to earn college-level credit by successfully completing a course in high school. Courses available for credit depend upon the formal articulation agreement between the high school and Villa Maria College. Check with the Admissions Office or your high school guidance counselor for further information..

Articulation Agreements

Villa Maria College has signed articulation agreement with a number of regional two-year colleges and programs which allow students to transfer all credits from two-year programs into Villa Maria programs. After transfer into Villa Maria students are able to complete the second half of a bachelor's degree in only two years if program requirements are met.

Interested students should check with the Admissions Office at Villa Maria College to learn about existing articulation agreements.

Exploratory Option

Villa Maria College's Exploratory Option allows students to pursue a degree and earn college credits while enjoying the flexibility to attend workshops and observe classes in a program of study that interests them. Students may choose from courses in a number of disciplines such as art, business, education, music and more. This option was specifically designed to assist current students who may be trying to decide on a course of study, looking to transfer from another institution, or who may be returning to school. Benefits of this program include a specially-appointed advisor to assist with decision-making, access to career-planning, life exploration and planning courses and other activities designed to help each student achieve their future career goals.

basic financial information

Tuition and Fees

TUITION PER SEMESTER

Full-time\$8,400

TUITION PER CREDIT HOUR

Part-time\$560

REGISTRATION FEE

Full-time\$250

Part-time\$70

MUSIC PERFORMANCE

Half-hour sessions
(per semester)\$334

One hour sessions
(per semester)\$667

STUDENT ACTIVITY FEE

Full-time (per semester)\$75

Part-time (per semester)\$15

Jump StartFREE

COLLEGE ORIENTATION FEE

First-time Freshmen and
Transfer Students\$50

COURSE FEESVarious

AUDIT PER CREDIT

All Courses\$187

TUITION DEPOSIT

(non-refundable; applied to first semester tuition)

Full-time\$100

Part-time\$50

Graduation (including in absentia) ...\$100

ACADEMIC TRANSCRIPT

Official Transcript\$5

Student Copy\$3

OTHER

Advanced Placement
(per course)\$100

COPE (per credit)\$250

Challenge Examination\$50

International Student

Processing Fee\$100

Financial Information

Full-time tuition is charged to students registering for 12-18 credit hours per semester.

Credit-hour tuition is charged in addition to full-time tuition for credit hours over 18. The enrollment status of each student is confirmed by the number of credit hours for which they are registered at the end of each semester's drop/add week. Students are considered full-time if their registration is for 12 or more credit hours. Students registered for fewer than 12 credit hours are considered part-time.

Senior citizens (60+ years) may audit classes without tuition charge contingent upon available classroom space; however, course fees may apply. Individuals would still be responsible for full tuition and fees when earning credits.

Villa Maria College reserves the right to change the established schedule of tuition and fees and to determine the effective date of such changes without prior notice.

Books and supplies for the semester may be purchased at the bookstore with cash or credit using Discover, American Express, MasterCard or VISA. Personal checks are accepted with appropriate forms of identification. The return of books and supplies are contingent upon the bookstore return policy, which is subject to change. Bookstore hours are Monday-Thursday from 8:30 a.m. to 6 p.m. and Friday from 8:30 a.m. to 4 p.m. The bookstore is open later during the start of the semester to accommodate student need. Please consult the bookstore for changes in the hours of operation.

Payment

Charges for tuition and fees are due and payable two weeks prior to the first day of the semester. Tuition and fees are payable at registration by students registering after the due date. The College accepts payment by cash, check, VISA or MasterCard. Deferment of tuition payment will be granted only to those students who submit proper documentation of financial aid or scholarships. A \$150 late fee will be charged for balances not deferred.

If financial aid does not cover the full amount of charges, payment plans may be established to meet due dates by semester. If financial aid processes are incomplete at the time tuition is due, students must either make payment in full or participate in a monthly payment plan until the Villa Maria College financial aid award is certified. When financial aid monies received create a credit balance, refunds are processed according to federal guidelines.

Students eligible for scholarships are required to pay a tuition deposit and any related fees. Villa Maria College's monthly payment plan allows for the cost of a semester's tuition to be divided into four monthly payments. Due dates are outlined in the Monthly Payment Plan Agreement. A \$40 processing fee is required at the time the agreement is signed. Promissory notes are payable in full by the last payment date indicated on the agreement.

A \$20 late fee will be charged for each late payment. For further information, please contact the Business Office.

College Policy for Employer Tuition Assistance

Students whose employers offer tuition assistance may defer payment until the end of each semester by complying with the following procedures:

1. Students must submit a letter to the Business Office from the employer, stating the company's policy on tuition reimbursement.
2. Students must sign a promissory note for the amount due. Any balance not paid by the company must be paid by the student by the tuition due date for the semester, unless other arrangements have been made with the Business Office in advance.

Tuition Adjustments

Full tuition liability is incurred after the fifth week of the semester. Course fees are refundable within the first two weeks of the semester. Any adjustment to tuition due to withdrawal from class and/or Villa Maria College will be calculated as follows:

Please note that no adjustment of tuition will be granted to a full-time student who withdraws from a course after the drop/add period and continues to attend other courses at Villa Maria College as full-time status has already been established.

REFUNDS ON FULLY PAID TUITION WILL BE GRANTED AS FOLLOWS:

Withdrawal within drop/add period.....	100%
Withdrawal within the second week.....	80%
Withdrawal within the third week.....	60%
Withdrawal within the fourth week.....	40%
Withdrawal within the fifth week.....	20%
After the fifth week.....	no refund

Withdrawal Policy

Tuition

If a student withdraws from the College, the official college withdrawal form must be completed and submitted to the Registrar's Office. Tuition is not refunded in cases of unauthorized or unrecorded withdrawal. Any credit to tuition is calculated according to the schedule previously noted in the Tuition Adjustment section.

Financial Aid Return Policy

Students that officially withdraw from Villa Maria College prior to completing over 60% of the semester are no longer eligible for the full amount of their financial aid awards. Since Title IV aid funds (Pell, SEOG and Direct Loans) are awarded under the assumption that students will attend for the entire semester, a portion of these funds must be sent back. Aid is adjusted according to the percentage of the term that has been completed (traditionally this is the last date that the student attended classes). Federal regulations require funds to be returned in the following order:

1. Unsubsidized Federal Stafford Loan
2. Subsidized Federal Stafford Loan
3. Federal PLUS Loan
4. Federal Pell Grant
5. Federal Supplemental Education Opportunity Grant (SEOG)
6. Other federal, state, private or institutional student financial assistance

Leave Of Absence

In order to be approved for a leave of absence from Villa Maria College a student must be in good academic and financial standing and provide documentation regarding serious or extenuating circumstances that significantly impair their ability to function successfully or safely in their role as a student.

If a student is granted an approved leave of absence he or she is still considered to be enrolled at the institution and therefore is eligible for an in-school deferment on their federal student loans. Students that do not receive an approved leave of absence (or fail to return to school at the end of an approved leave of absence) are considered withdrawn from the institution and are not eligible for in-school loan deferments.

Students are encouraged to apply for a leave of absence at the end of a semester. Forms can be obtained at the Registrar's Office and must be completed and submitted to the Vice President of Academic Affairs for consideration. On the rare occasion that a leave of absence is approved during a semester all college charges would be dismissed and all financial aid would be returned.

Villa Maria College assists students and their parents in meeting the expenses of a college education by participating in a comprehensive program of student aid. It is the goal of the Financial Aid Office to discuss the variety of options that exist to pay for college. The amount of aid a student receives is calculated by the following formula:

Cost of attendance (-) expected family contribution (EFC) = student's financial need.
Students and/or parents with questions concerning financial aid are encouraged to make an appointment to meet with a financial aid counselor.

Applying for Federal & State Financial Aid

Students seeking federal financial assistance are required to complete the Free Application for Federal Student Aid (FAFSA) which can be found online at www.fafsa.ed.gov.

The federal school code for Villa Maria College is 002896. The Tuition Assistance Program (TAP) application link will appear on a confirmation page after submitting the FAFSA. If the student does not proceed to the link, an email will be sent to the student within three days to apply for TAP, provided the student has supplied a valid email address on the FAFSA form.

The TAP codes for Villa Maria College are 2158 (two-year programs) and 2188 (four-year programs).

General Eligibility Requirements for Federal and State Financial Aid Programs

To be eligible for financial aid, a student must:

1. Be matriculated and taking at least six (6) credit-hours at an educational institution approved by the federal government
2. Be a U.S. citizen or permanent resident alien
3. Be a resident in New York State for 36 months (New York State financial aid programs)
4. Be in good academic standing and be making satisfactory academic progress
5. Have no outstanding student loans in default, nor owe a refund or federal grant to any other institution
6. Demonstrate compliance with applicable federal laws
7. Demonstrate financial need and/or meet other institutional aid requirements

Verification

The federal government randomly selects 40 percent of the student population that file FAFSAs for a review process called Verification. Before the Financial Aid Office can award any federal student aid to selected students it must confirm that the information submitted on the 2012-2013 FAFSA matches the 2011 tax information also submitted to the Internal Revenue Service. Selected students will receive a written request from the Financial Aid Office to provide the following:

1. Copies of all W-2 forms used while filing the FAFSA application
2. Instructions on how to provide the Financial Aid Office with all of the 2011 tax data submitted to the Internal Revenue Service (IRS Data Retrieval Tool or official copies of all applicable 2011 tax transcripts)
3. A completed verification worksheet which details household and untaxed income information
4. In some cases, students, their spouses or parents may also need to sign an additional form stating that they did not or were not required to file 2011 federal income tax.

The Financial Aid Office will use the requested documents to complete the verification process and determine each student's aid package.

Award Letters

Upon receipt of the FAFSA (and TAP application if student is a New York State resident) the Financial Aid Office develops a financial aid package which outlines the student's eligibility for federal and state aid. Students will then have the option to accept or decline their awards. New students will do this by returning one signed copy of their award letter to the Financial Aid Office. Continuing students are sent a notice of awards to their college email address encouraging them to accept or decline their awards via their student portal. Financial Aid packages should be carefully reviewed and students are strongly encouraged to contact the Financial Aid Office with any questions or concerns that they may have.

FEDERAL FINANCIAL AID PROGRAM

Pell Grant

Federal Pell Grants are available to students who do not already have a bachelor's degree and who demonstrate high need. The FAFSA determines the eligibility for the Federal Pell Grant Program. The amount a student receives depends upon the expected family contribution (EFC) which is determined from income information provided on the FAFSA.

Supplemental Educational Opportunity Grant

The Federal Supplemental Opportunity Grant is a federally-funded program administered by Villa Maria College and is based on financial need. Recipients must have completed the Free Application for Federal Student Aid (FAFSA), exhibit exceptional need and be registered for at least six (6) credit-hours as matriculated students. Since funds are limited, students with the lowest expected family contributions and/or those who are eligible for the Federal Pell Grant program will be given priority.

Federal Work Study

The Federal Work Study program provides jobs for students who demonstrate financial need and have chosen to defray some of their educational expenses through these earnings. Jobs are available both on and off-campus. Students willing to work at jobs off-campus (at community based organizations) are offered a higher wage and an overall award to offset any travel costs in commuting to the designated sites. A student may work no more than 15 hours per week while classes are in session and no more than 40 hours per week while classes are not in session. Students must complete all of the necessary paperwork to participate in the program before they can be paid for any hours worked. Students can access further information on this program by visiting the Financial Aid Office page on the college's website.

The William D. Ford Direct Loan Program

Students and parents are encouraged to explore this Federal Direct Loan Program once they initiate their financial aid process.

There are two types of Direct Federal Stafford Loans, subsidized and unsubsidized. The Direct Federal Stafford Subsidized Loan is a need-based loan which a student may qualify for based upon information contained within their submitted FAFSA. The federal government pays interest on the subsidized loan while the student is in school.

The Direct Federal Stafford Unsubsidized Loan is a non-need based loan. Therefore if students are not eligible for the subsidized loan, they are eligible to cover the difference between the annual limit and the subsidized amount. Students are responsible for interest during in-school and deferment periods. Students have the option of capitalizing the interest with the principal amount borrowed. The Direct Federal Stafford Loans have fixed interest rates. For Stafford Subsidized Loans first disbursed after July 1, 2012 the interest rate is 6.8%. The Stafford Unsubsidized Loan interest rate is 3.4%.

Origination and insurance fees are subtracted at the time the loan is disbursed. Each loan will be disbursed in two payments. Upon graduation, withdrawal or a change in enrollment status to less than half-time, students are required to participate in an exit loan counseling session with a representative from the Financial Aid Office. Repayment on student loans begins six months after graduation, upon termination of education or reduction of their course load below half-time. Students are allowed a 10-year period to repay the loan. The amount of repayment depends upon the size of the loan and the ability to repay. Students may apply for in-school deferments by contacting their lender when they return to school for at least half-time study.



ANNUAL LOAN LIMITS

Dependent Students	Stafford Subsidized	Stafford Unsubsidized
Freshman	\$ 3,500	\$ 2,000
Sophomore	\$ 4,500	\$ 2,000
Junior	\$ 5,500	\$ 2,000
Senior	\$ 5,500	\$ 2,000

Independent Students	Stafford Subsidized	Stafford Unsubsidized
Freshman	\$ 3,500	\$ 6,000
Sophomore	\$ 4,500	\$ 6,000
Junior	\$ 5,500	\$ 7,000
Senior	\$ 5,500	\$ 7,000

Aggregate Stafford Loan Limits

- Undergraduate Dependent Students: \$31,000
(no more than \$23,000 of which can be subsidized)
- Undergraduate Independent Students: \$57,500
(no more than \$23,000 of which can be subsidized)

How to Apply for a Federal Stafford Loan

In addition to the FAFSA and receiving an award letter from the College, first-year students need to complete an electronic Master Promissory (e-MPN) note online at www.studentloans.gov. The e-MPN is effective for the entire time a student attends Villa Maria College. Prior to receiving the first Stafford Loan disbursement, students are also required to complete an online loan entrance counseling session at www.studentloans.gov.

Direct Federal Parent Loan for Undergraduate Students (PLUS)

The Direct Federal Parent Loan for Undergraduate Students (PLUS) program enables parents to borrow up to the cost of attendance minus the financial aid for which the student may be eligible (per academic year, per student). A parent is defined as a child's biological or adoptive parent or a step-parent whose income and assets were reported on the FAFSA. The interest rate is fixed at 7.9%. A credit check is required. Repayment begins 60 days after the loan is made or when arrangements can be made with the lender to defer payment until after the student graduates. PLUS loans are only available to the parents of dependent students.



How to Apply for a Federal PLUS

After the student submits the FAFSA and receives an award letter from the College, the parent will need to apply for the Parent PLUS online at www.studentloans.gov. In addition to the loan application the parent will also need to complete an electronic master promissory note for the Parent PLUS for undergraduate student loan on the same website. The College will be notified electronically when and if the parent or guardian is approved for the loan. If the parent is denied the PLUS, the student is then eligible to borrow an additional \$4,000 for the year through the Federal Stafford Unsubsidized Loan.

Private/Alternative Education Loan

This educational loan, in the student's name, can be used to cover the remaining balance that financial aid (grants, scholarships, and federal loans) does not cover. The variable interest rate is often tied to the student's credit history and the prime or libor rates. Current interest rates may range from 6%-15%.

Repayment options and terms for private loans vary. Students should seek assistance from the Financial Aid Office when applying for alternative loans. As a result of new regulations, borrowers should keep in mind the increased time that it takes for both the lender and the College to process their alternative loan.

NEW YORK STATE (NYS) FINANCIAL AID PROGRAM

NYS Tuition Assistance Program (TAP)

The TAP award aids eligible students in bearing the cost of tuition for post-secondary study. It is primarily based upon students' and parents' combined New York State Net Taxable Income. TAP awards may only be used in New York State. Students are eligible for a total of four academic years or eight semesters of payment at the undergraduate level for a bachelor's degree. Students may only use three years or six semesters of TAP while completing an associate degree. The income limit for dependent students or students who are married or have dependents is \$80,000 NYS net, taxable income. The income limit for single, independent students with no dependents is \$10,000 NYS net, taxable income.

New York State (NYS) Aid for Part-Time Study (APTS)

Matriculated students who are registered for at least three (3) credit hours but less than twelve (12) credit hours may apply for APTS. Applications are available in the Financial Aid Office. Students must complete and return an application to the Financial Aid Office by the last day of Drop/Add for the semester in which they apply.

Veterans Educational Benefits

Villa Maria College is approved by the New York State Division of Veterans Affairs for the training of veterans and other eligible students. Veterans or families of veterans who are eligible for Department of Veterans Affairs/G.I. Bill Educational Benefits (chapters 30, 31, 32, 33, 35, 103, 106A, 1606 and 1607) are able to attend Villa Maria College and receive their benefits. The Department of Veterans Affairs pays benefits directly to students. Amounts vary according to student status (full-time, three-quarter time, half-time, and less than half-time) and according to the specific chapter under which a student is receiving benefits.

Veteran's survivor and dependent educational benefits are granted to children or spouses of service persons whose deaths or permanent and total disabilities were service-connected. These benefits are also extended to the survivors of service persons missing in action or prisoners of war. Possible recipients must meet the criteria established by the Department of Veterans Affairs.

Institutional Aid Programs

The College offers various institutional and endowed (private donor) scholarships to both freshmen and continuing students. During the admissions process, an applicant's transcripts will be reviewed to see if he or she qualifies for one of Villa Maria College's merit-based scholarships listed below:

- Academic Excellence Scholarship
- Villa Maria College Presidential Scholarship
- Villa Maria College Honors Scholarship

Each merit-based scholarship is renewable annually provided the student maintains a specific cumulative grade point average. Scholarship recipients are also required to register for the fall 2013 semester and complete a 2013-2014 FAFSA application by May 1, 2013.

In addition to the merit-based aid, Villa Maria College also offers institutional grants and privately funded (endowed) scholarships from various donors to its students. Applications become available in the Financial Aid Office at the beginning of each spring term.

Scholarships for full-time students require a minimum course load of twelve (12) credit hours per semester. Part-time scholarships require a minimum course load of six (6) credit hours per semester. Scholarship amounts vary and are based upon the individual scholarship and available funds. The following is a list of available grants and endowed scholarships:

INSTITUTIONAL AID PROGRAMS (CONTINUED)

- Anges Andrews Memorial Scholarship
- Andrew "Bird" Michlinski Memorial Scholarship
- Blessed Mary Angela Scholarship
- Dr. Robert E. and Angeline A. Pantera Scholarship
- Faculty Association/Administrative Scholarship
- Felix and Mary Galas Scholarship
- Florence E. Jackson Baugh Foundation Scholarship
- Harry F. Dommer and Cara R. Dommer Scholarship
- Helen Andrews Memorial Scholarship
- Henry J. and Angeline D. Janicki Scholarship
- I.J. Paderewski Scholarship
- Irene and Alfred Dobrak Scholarship
- Joseph R. Orłowski Memorial Scholarship
- Martha Szymanski Scholarship
- Matthew K. Marin Memorial Graphics Scholarship
- Palisano Grant
- Peter J. Slaski Family Scholarship
- Pignataro Financial Group/Lawrence and Rosemary Pignataro Scholarship
- Ruth Parker Peters Scholarship
- Sassy Design Group Purple Sky Scholarship
- Sister Mary Annette Presidential Scholarship
- Sister Mary Pachomia College Grant
- Sophie C. Olechowski Scholarship
- Theodore and Clara Garus Memorial Scholarship
- Vicky and Casey Dziminski Scholarship
- Villa Maria College Scholarship
- William A. and Marie C. Tadio Scholarship
- William A. and Virginia M. Troy Scholarship

Book Loans

Students are eligible for a book loan when the amount of the completed financial aid package exceeds the amount due for tuition and fees. Inquire at the Business Office concerning eligibility for a book loan to purchase: books, supplies and/or art supplies. Book loans become available on the first day of classes each term.

Renewal of Award Process

Students must renew the FAFSA and TAP application each academic year. Both online applications become available in early January. Students are encouraged to apply early to ensure receipt of maximum eligibility.

Tuition Deferment

All tuition and fees must be paid prior to or on the day of registration.

However, Villa Maria College will offer deferments for full or partial payment if:

- A TAP award/application is on file with the Financial Aid Office
- The student's FAFSA is received by the Financial Aid Office and indicates a student's eligibility for a Pell Grant
- A student returns the Financial Award Notice accepting SEOG
- A student provides written documentation of a scholarship or of employer tuition assistance received and not yet funded
- A student provides proof of submitting their Direct Federal Stafford Loan Master Promissory Note

Satisfactory Academic Progress for Federal Title IV Financial Aid Programs

Students who wish to receive funding from the Title IV Financial Aid Program (Pell, SEOG, Work Study, Stafford and PLUS loans) must maintain satisfactory academic progress toward their degree. Evaluation of student transcripts will be done at the end of each academic year for Title IV Satisfactory Academic Progress. Students must complete the requirements for a degree within 150% of the normal time allotted for program completion. When the student's attempted credit hours exceed 150% of the normal time allotted for a particular program (more than 90 accumulated credits for an Associate's Degree or 180 accumulated credits for a Baccalaureate Degree), the student is then ineligible for Federal Title IV funds.

While evaluating transcripts, the Financial Aid Office will look at: the overall number of semesters that a student has attended Villa Maria College, the student's cumulative grade point average (GPA) and the total amount of credits earned. These factors will be compared with the charts below in accordance with the type of degree that the student is pursuing (Associate or Baccalaureate). Please make note that all credits attempted and earned (including transfer courses, incomplete coursework and withdrawals) are considered in the review of transcripts for Title IV aid eligibility. For example, if a student is pursuing an Associate's Degree in Liberal Arts General Studies and has attended Villa Maria College for 3 semesters, they must have a cumulative GPA of 1.5 (or more) and have accrued at least 15 credit hours in order to receive any type of financial aid in their fourth semester. A student pursuing a Baccalaureate Degree in Computer Animation also must have accrued at least 15 credit hours by their third semester as well; however, according to the Baccalaureate chart below, this student must have a cumulative GPA of at least 1.8 to receive financial aid in their fourth semester.

Standard of Satisfactory Academic Progress

ASSOCIATE DEGREE PROGRAM

Number of completed Semesters					
1st	2nd	3rd	4th	5th	6th
Earned Credit Hour Requirement					
0	6	15	27	39	No more than 90
Minimum Cumulative GPA Requirement					
0	1.3	1.5	1.8	2.0	2.0

BACCALAUREATE DEGREE PROGRAM

Number of completed Semesters											
1st	2nd	3rd	4th	5th	6th	7th	8th	9th	10th	11th	12th
A student must have accrued at least this many graded credits:											
0	6	15	27	39	51	66	81	96	111	126	No more than 180
With at least this Cumulative Quality Point Average:											
0	1.5	1.8	1.8	2.0	2.0	2.0	2.0	2.0	2.0	2.0	2.0

“C” Average Requirement for NYS TAP

New York State has implemented a statutory requirement that TAP recipients who have attained 24 TAP points (a student receives 6 TAP points per semester, thus totaling 24 points for 4 semesters) are required to have a cumulative C average (a 2.0 on 4.0 scale). For the fifth TAP payment, the minimum cumulative grade point average is a 2.0 or C average.

Reestablishing Eligibility for Financial Aid

Students who have failed to maintain satisfactory academic progress may reestablish eligibility for financial aid by the following methods:

- Apply for and be granted a one-time waiver from the Director of Financial Aid if there are extraordinary circumstances that attributed to their poor academic performance (additional documentation may be required).
- Make up the academic deficiencies without benefit of financial aid. For example, students with GPAs below that required for their semester of study may opt to take additional courses at their own expense at Villa Maria College in order to raise their GPA and make them eligible for financial aid in the following semester.
- Transfer to another institution and meet the new institution’s admissions requirements.

Degree Requirements

All degrees include program requirements and general college requirements. Specific program requirements are outlined in the program section of the catalog.

As part of its mission, Villa Maria College integrates program curricula with a strong foundation in the Liberal Arts. All programs require students to fulfill the Liberal Arts core, a combination of courses that provide students with a well-rounded education that emphasizes skills such as critical thinking, clear writing, information literacy, oral communication, decision making, and an understanding of cultural diversity.

The Liberal Arts core includes the following courses:

- English 101: English Composition
- English 102: Introduction to Literature (students who receive a grade of “B” or higher in English 101 may opt to take an upper-level literature course in place of English 102)
- Natural Science elective
- Philosophy elective
- Religious Studies elective
- Social Science elective
- Fine Arts elective
- All first-time freshmen students are also required to take IDS 106: First-Year Seminar

*Elective courses are listed on page 171

Preparatory Courses

Placement tests are required for all incoming students. Scores from placement tests identify the need for preparatory work in reading, writing, mathematics, or music.

Preparatory courses should be completed in or before a student’s first semester.

Preparatory courses include ENG 100, MAT 099, MUS 098, MUS 099, MUS 021-022, MUS 033-034.

Service Learning Requirement

The College has a service learning requirement for all students. Villa Maria College believes that service learning builds values among students, develops leadership skills, interactive communication, critical thinking, and analytic and professional skills.

Twenty-five hours of service learning are required in associate degree programs and fifty hours are required in baccalaureate degree programs. The implementation of service learning varies from program to program. Service learning may be included within specific courses, within the program itself, or as a co-curricular requirement. On- and off-campus service learning opportunities are available.

Independent Study

Students may petition to complete the option of an independent study, which may be undertaken for variable academic credit. An independent study cannot be used to duplicate, overlap, replace, or retake a course that is offered by the College. It is intended to provide options to study areas not otherwise available to students. To enroll in an independent study, a student must:

1. Have completed a minimum of 60 credits at Villa Maria College.
2. Have a minimum grade point average of 3.0.
3. Determine credit hours to be completed, based on the extent of the work to be studied, for no less than 1 and no more than 3 credits per independent study.
4. Complete no more than a total of 6 independent study credits during his or her college career.
5. Request an Independent Study form from the Registrar's Office.
6. Submit the request for review by the faculty member who would supervise the independent study, the department chair, and the Vice President for Academic Affairs.
7. Have all paperwork completed, and be enrolled in the course prior to the end of drop/add for the semester in which the student will complete the study.

The course number and title will be included on the student's transcript. All independent studies will be designated as IDS 300 or 400, representing junior or senior level of study.

Internship

Villa Maria College is committed to preparing students for a professional work environment. Theoretical knowledge and skills learned in the classroom are brought to life when students employ the competencies learned in a work setting. Most programs at the College provide a credit-bearing internship.

A variety of internship sites are available. Interns have a site supervisor, as well as a faculty internship coordinator on campus who facilitates the initial internship placement and acts as a liaison between the internship site supervisor, the College, and the student. Internship seminars are held on campus throughout the semester, bringing interns within programs together to discuss and direct learning and work activities.

Students consult with their academic advisor to determine timing of the internship and with their faculty to prepare for the professional work environment. Resources of the Career Development Office help students to explore various career options and to hone their job searching skills of resume and cover letter writing, interviewing, and networking. The Director of Internships oversees internships at the College.

Spring/Summer Internship Option

The College offers a spring internship option which allows students to enroll in an internship as part of their 12 -18 credit full-time load and complete the internship either in the spring semester or during the summer. Students are required to register for this spring internship no later than the end of the drop/add period for the spring semester. Students must declare, no later than the end of the drop/add period, their intention to complete either the spring or the summer internship. Grades are due for the spring internship at the end of the spring semester. Grades are due for the summer internship on August 1. Students should have a minimum of 12 credits in addition to the internship to ensure financial aid and academic progress.

Seminar sessions of all spring/summer internships will be held starting no later than March 1. For the purpose of a May ONLY start of internship site work, students will be permitted to withdraw from the internship until April 15th. Students are advised that a withdrawal may affect full-time status and financial aid. As with any course, students must complete the course for a passing grade. If a student does not complete the summer internship by August 1, a grade of F will be submitted for the course.

Degrees Awarded

Bachelor's Degrees:

Bachelor of Arts (B.A.)
Bachelor of Science (B.S.)
Bachelor of Fine Arts (B.F.A.)

Associate Degrees:

Associate in Arts (A.A.)
Associate in Science (A.S.)
Associate in Applied Science (A.A.S.)

Bachelor's Degree

A candidate for a bachelor's degree must present a minimum of 120 undergraduate credits fulfilling all program and general college requirements. Sixty of these credits must be earned at Villa Maria College and at least one half of all program credits.

Second Bachelor's Degree

A student who holds a bachelor's degree from Villa Maria College or another regionally accredited institution may pursue a second bachelor's degree. Acceptable credits from the first degree may be applied to the second degree. In all cases, at least 60 additional credits will be required to complete a second bachelor's degree, including required courses in the program of study.

Associate Degree

A candidate for an associate degree must present a minimum of 60 undergraduate credits, of which at least 30 must be completed at Villa Maria College.

Second Associate Degree

A student who holds an associate degree from Villa Maria College or another regionally accredited institution may pursue a second associate degree. Acceptable credits from the first degree may be applied to the second degree. In all cases, at least 30 additional credits will be required to complete the second associate degree, including all required courses in the program of study.

Graduation Requirements

A minimum cumulative grade point average of 2.00 is required for graduation. Some programs require grades higher than C (2.0) for advancement to the next-level course or a grade point average higher than 2.0 for graduation.

Degree Completion and Commencement

Degrees are granted in December, May, and August. All degree requirements must be completed by the designated date in December, May, and August to be granted a degree. Commencement activities are held once a year in May. Diplomas are distributed at that time. December, May, and August graduates are invited to participate in the May commencement ceremonies.

Declaration of Major/Change of Major

A student must be officially enrolled in a major. When a student completes an admission application, a student is enrolled in the designated major. If a student wishes to change programs, moving from one major to another or from an associate to a bachelor's degree program, or vice versa, a Change of Major form must be initiated by the student, completed and submitted to the Registrar's Office before the student can enroll in courses in that program.

Graduation is evaluated dependent on the program in which the student is officially enrolled, including the year of entry. A student may petition to complete the program requirements for a more recent program planner than the one under which the student enrolled. This petition is initiated by completing a Program Planner Change Request form receiving all the required approvals. Students may not petition to change to an older program planner.

Students must obtain a Change of Major form and instructions from the Registrar's Office and will be expected to provide a portfolio, complete an audition, and/or complete an interview with a designated program faculty member prior to submitting the form to the

Registrar's Office. If admitted into a new program, a student's recorded major will be changed as of the beginning of the semester following the request for change of major. The student will be responsible for completing all program requirements in place as of the date when the change of major is recorded in the Registrar's Office.

Delaying a change of major may jeopardize degree completion and graduation.

Declaration of Minor

A minor is a minimum of 6 courses (18 credits). A student must complete necessary pre-requisites and meet minimum grades for all minor courses.

A student may choose to enroll in a minor and must complete a declaration of minor form and submit the completed form to the Registrar's Office at least one year prior to expected graduation. Upon completion of all requirements for the minor a student's transcript will identify the completed minor as well as the designated major.

College Credits

Students may obtain college credits through the following sources, in addition to those earned as a Villa Maria College student:

Articulation Agreements

Villa Maria College maintains articulation agreements with several regional BOCES schools which allow students to complete courses and receive advanced placement credit in specific areas. Approval for transfer credit is contingent upon the terms of the respective agreements.

Villa Maria College also maintains articulation agreements with a number of colleges. Check with the Admissions Office for a list of articulation agreements.

Advanced Placement

Many high schools offer college-level courses that may earn Advanced Placement (AP) credits. The AP program is sponsored by the College Entrance Examination. Students must receive a score of 3, 4, or 5 on Advanced Placement course exams to receive transfer credit to Villa Maria College.

College Level Examination Program (CLEP)

The College Level Examination Program (CLEP) allows students to receive credit for experience obtained through travel, work, military service, or coursework completed in non-accredited institutions. CLEP exams exist in 34 different areas including literature, language, history, social sciences, mathematics, and business and are administered by the College Board. Information about CLEP can be found at www.collegeboard.com.

College Opportunities Prior to Enrollment (COPE)

High school seniors may register for courses at Villa Maria College provided they have a letter of recommendation from their guidance counselor. Course availability is contingent upon available classroom space and course prerequisites. Students may earn a maximum of 12 hours of college credit per academic year and pay COPE course tuition as well as appropriate course fees.

Course Challenge

Designated 100- or 200-level courses at Villa Maria College may be challenged. Students should apply to the Registrar's Office to receive permission to challenge a specific course. The challenge requirements must be completed prior to the first day of the semester.

No letter grade is assigned for challenged courses. Students are not allowed to challenge a failed course. Challenged courses are not included in determining full-time status for financial aid.

If a challenge is successfully completed, a student may elect to take a more advanced course or an elective to fulfill the appropriate number of credits for a degree. Students must complete the minimum credits required for the associate or bachelor's degree program in which they are enrolled. All associate degrees require a minimum of 60 credits; all bachelor's degrees require a minimum of 120 credits.

Transfer

Courses completed at other regionally accredited colleges will be reviewed and considered for transfer. Courses accepted for transfer credit require an earned grade of C or above. A grade of C- will not transfer. Courses with grades of S (satisfactory) or P (pass) may be accepted.

Generally, courses must have the same course title and content. Some courses may transfer as liberal arts, art or general electives. Students may appeal to the Vice President for Academic Affairs for courses with varied titles (but of an equivalent nature) to be credited to their degree program.

Transfer courses will be counted for credit but grades will not be calculated into a student's cumulative grade point average.

Course Load

Students typically enroll in 15-16 credits per semester which allows them to complete an associate degree in four semesters (two academic years) or complete a bachelor's degree in eight semesters (four academic years). Most programs at Villa Maria College require 30-32 credits per academic year. Many students require more time for degree completion dependent on full- or part-time status, preparation for college, and academic success.

Developmental courses are required at most colleges. The purpose of developmental courses is to prepare students to succeed at college-level competencies in both general and program-specific courses. These course credits are part of financial aid calculations for grants and loans but do not count toward graduation.

First semester students in need of pre-college courses or students on probation may be limited to 6-12 credits per semester.

Full-time tuition covers costs for 12-18 credits per semester. Students with a 3.0 cumulative GPA may request permission to take more than 18 credits in a semester. The request must be made to the Vice President for Academic Affairs. Students enrolling in courses totaling more than 18 credits will be charged additional tuition.

Course Numbering and Prerequisites

Academic programs are structured to build on previous knowledge. Courses numbered below the one hundred level designation (for example MAT 099: Pre-Algebra or MUS 098: Fundamentals of Aural Skills) are preparatory for college-level work and credits do not count towards graduation although they are calculated for full-time/part-time financial aid eligibility. One hundred level courses (for example ENG 101: English Composition or ART 101: Two Dimensional Design) are beginning college-level knowledge and skill courses. Two hundred level courses typically require completion of one hundred level courses prior to enrollment. Three hundred and four hundred level courses typically require completion of courses at a lower level.

Some courses have prerequisites or corequisites. A prerequisite must be completed before a student can enroll in more complex courses. (For example, Art 101: Two Dimensional Design is a prerequisite for all other studio art courses at the College.) A corequisite must be taken simultaneously with another course. (For example, BIO 151L: General Biology Laboratory is a corequisite with BIO 151: General Biology.)

Some programs require a C+ grade in courses for successful completion of the course. Failure to obtain a C+ will require the student to repeat the course in order to obtain that level of proficiency, advance to the next level of courses, and/or meet graduation requirements.

Class Attendance

Students at Villa Maria College are expected to attend and to arrive promptly for all classes. If, for some compelling reason, a student must miss classes, he/she is responsible for any work missed during those absences. At the beginning of each semester, instructors will provide students with a course outline that will include information about penalties for failing to attend a class.

Students are responsible for notifying instructors as soon as possible about any anticipated absence or, in the case of an emergency, as soon as possible after the emergency.

All faculty members at Villa Maria College record student attendance and submit these records regularly to the Registrar's Office. Faculty members have the right to determine what constitutes excessive absence. Faculty members also have the responsibility to withdraw a student from a class for excessive absences. Each faculty member will determine the point at which tardiness or absences have affected a student's potential to succeed in completing the course.

Faculty withdrawal of a student from a course will result in a grade of WF being submitted at the time in the semester when such determination has been made. WF is recorded on a student's transcript and is calculated into the student's GPA as a failure.

Class Time

A college education requires investment of a student's time both in and out of class. The New York State Department of Education defines required time in class for designated numbers of credit hours. A typical classroom-based course of three credits equals three hours of class per week for fifteen weeks. Students should expect to spend at least three hours outside of the classroom studying for every hour inside the classroom; for a three credit course, nine hours a week or more of out-of-class work would be expected. A studio or laboratory class generally requires more time in the studio or lab though no more credits are accumulated. Students should expect to spend at least three hours of work outside for every studio hour in class.

Changes In Class Schedule

Since students may add, drop or change schedules online, it is imperative that students understand they are responsible for their schedules. Faculty advisors counsel students on courses to take, but students are ultimately responsible for completing any paperwork necessary to enroll, drop, or withdraw from a course and for completing all degree requirements for the program under which they have been admitted.

Students must remember that adding, dropping or withdrawing from one or more courses may jeopardize their financial aid and/or their full-time student status.

Quality and Cumulative Grade Point Average

The grade point average (GPA) is the ratio of the total number of quality points earned to the total number of enrolled credit hours. The grade point average identifies the student's level of achievement each semester. The cumulative grade point average is the total GPA over two or more semesters.

Academic Standards

Students must attain a 2.0 grade point average (GPA) (the equivalent of a C average) in any given semester to be considered in good academic standing. Students must attain a 2.0 grade point average (GPA) to satisfy degree requirements and, ultimately, to graduate. Some programs require a higher GPA in program courses or overall GPA. Please review the specific programs in this catalog for more detailed information.

Each semester, the average of completed course grades is calculated to determine the GPA for that semester. A cumulative GPA is the average of all completed semester credits over two or more semesters. A student's semester GPA, after one semester is the same as his/her cumulative GPA.

Students are considered to be in good academic standing when their cumulative GPA is at least 2.0. If students fall below a cumulative 2.0 GPA, they will be placed on academic probation.

Academic Jeopardy

Warning

A student will be placed on academic warning if his or her cumulative grade point average is above a 2.0 but his or her semester grade point average is below a 2.0.

Probation

Students who receive a cumulative grade point average (GPA) below a 2.0 will be placed on probation. A student's first semester cumulative GPA is also his or her semester GPA.

Students on probation may be restricted to 6-12 credit hours for the following semester and will be required to sign a probation contract with the Director of the Academic Success Center. **Probationary students who do not comply with this stipulation and who do not achieve a minimum 2.0 cumulative (*not semester*) grade point average at the end of their probationary semester are subject to dismissal.**

Repeat Probation

If students on probation have improved their grade point averages but are still below a cumulative grade point average of 2.0, they may be placed on probation for another semester.

Dismissal

After review of a student's records, the Academic Review Committee may recommend dismissal if the student has been on probation for more than one semester and/or shows little indication of improvement. Students may be dismissed if their GPAs fall below a 1.0 in their first semester or below a 1.5 in subsequent semesters.

Dean's List and Merit List

The Dean's List and Merit List are determined at the end of each semester. To be eligible for the Dean's List a student must:

- be a matriculated, full-time student, completing a minimum of 12 credit hours,
- have no more than one grade below a B and no grade below a C; no I (incomplete) or W (withdrawal) grades permitted,
- have earned a minimum of a 3.3 GPA for the semester.

To be eligible for the Merit List, a student must:

- be a matriculated, part-time student, completing a minimum of 6 credit hours,
- have no grade below a C; no I (incomplete) or W (withdrawal) grades permitted,
- have earned a minimum of a 3.3 GPA for the semester.

Honors at Commencement

Earning a degree with honors at commencement is recognition for students who have maintained a high degree of scholastic excellence throughout their college careers.

Honors are awarded at commencement for the following, cumulative grade point averages.

With honors: 3.40 – 3.59 With high honors: 3.60 – 3.79 With highest honors: 3.80+

Student Awards

- The Leadership Award is given to a graduate who has demonstrated leadership qualities and who has assumed responsibility at the College and in the community.
- The Service Award is given to a graduate who has given of him or herself in service to the College and the community.
- The Martin Wanamaker Spirit Award is given by the Student Life Office to a graduate who has distinguished himself/herself in promoting spirit on campus.
- The Faculty Association Achievement Awards are Certificates of Honor and cash awards given to a graduating student in an associate degree program, with the highest cumulative grade point average for three semesters of full-time study at Villa Maria College, and a graduating student, in a baccalaureate degree program, with the highest cumulative grade point average for the past seven semesters of full-time study at Villa Maria College.

Grading System

Grades for 100-400 level courses:

Letter Grade	Numerical Value	Quality Points Per Semester Credit Hour	Grade Definition
A	93-100	4.0	Excellent
A-	90-92	3.7	
B+	87-89	3.3	Very Good
B	83-86	3.0	
B-	80-82	2.7	
C+	77-79	2.3	Average
C	73-76	2.0	
C-	70-72	1.7	
D+	67-69	1.3	Passing
D	63-66	1.0	
D-	60-62	0.7	
F	0-59	0.0	Failure
I	Incomplete		Temporary grade
P/F	Pass/Fail		Internship course(s) only
W	Student Withdrawal		Not calculated into GPA
WF	Faculty Withdrawal	0.0	Failure

Grades for pre-college courses numbered 021-099:

Letter Grade	Numerical Value	Quality Points Per Semester Credit Hour	Grade Definition
RA	90-100	0.0	Excellent
RB	80-89	0.0	Very Good
RC	70-79	0.0	Average
RF	69-below	0.0	Failure
I	Incomplete		Temporary grade
W	Student Withdrawal		Not calculated into GPA
WF	Faculty Withdrawal	0.0	Failure

Incomplete Grades

An incomplete (I) may be given for a course in which a student has done satisfactory work (C or better) and has completed at least $\frac{3}{4}$ of the course but has been unable to complete it due to serious illness or other serious circumstances. Documentation of the impeding circumstance must be provided to the faculty member by the student in order to request a grade of incomplete.

An incomplete grade will not be granted for excessive absence or failure to complete work.

Faculty must determine if an incomplete is possible for a course. Approval is required from the Vice President for Academic Affairs to allow an incomplete grade.

Students are given four weeks from the last day of class to complete required coursework for an incomplete grade. A course must be completed prior to taking any courses for which that course is a prerequisite. Failure to complete the course requirements within the designated time period will result in the grade being changed to F by the Registrar. Students will not graduate unless all incompletes are changed to letter (A-D) grades. Incomplete grades make students ineligible for the Dean's List and Academic Merit List during the semester in which they are received.

Repeating a Course

To raise a grade of F, D, or C in any given course, or other grades based upon prerequisites in designated courses, students must officially register for the same course, regularly attend classes, and fulfill course requirements. The higher grade earned is used in computing the cumulative grade point average. Both grades are recorded on the transcript. Failed, required courses, as well as courses where specific grades or prerequisites for other courses have not been achieved, must be repeated. Courses may not be repeated more than two times. If a student does not receive the required minimum grade after three enrollments, the student will not be permitted to complete the program for which that course is required.

Dropping or Adding Courses

Students may change their course schedules without penalty during the first few days of the semester. For semester courses, students have the first week of classes to drop and/or add courses without academic penalty. For modular courses, the drop/add period is limited to a few days. (Please review the academic calendar in this catalog for dates.) Altering credit totals may impact a student's full-time or part-time status, financial aid status, and/or tuition cost.

Drop and add forms must be obtained from and returned to the Registrar's Office by the set date.

Withdrawal from a Course

Students may withdraw from a course without academic penalty by completing the Course Withdrawal form and returning it to the Registrar's Office before:

- the Friday of the ninth week of the fall and/or spring semester
- the Friday of the fifth week of the module session and
- the Friday midway through the summer session.

A Course Withdrawal form must be completed and submitted to the Registrar's Office by the required date. Failing to officially withdraw from a course will result in a failing grade. Withdrawing from a course or courses may impact financial aid awards and/or future eligibility.

Withdrawal from Villa Maria College

If, for some serious reason, a student finds it necessary to withdraw from the College, an official Withdrawal form must be completed no later than the twelfth week of the semester. If students are enrolled in modular classes, withdrawal must be completed by the seventh week of the semester.

A withdrawal from the College is initiated with the Counseling Center and requires signatures from the College Counselor, the student's advisor, the Director of Financial Aid, and the Vice President for Business Affairs. The completed form must be submitted to the Registrar's Office.

If serious illness or extenuating circumstances occur after the twelfth week of a semester, students may petition to be allowed to withdraw from the College. This petition will need to provide clear evidence of the extenuating circumstances and will be reviewed by the above mentioned Offices, and the Vice President for Academic Affairs. If withdrawal after the twelfth week is granted, students will then be given Ws for all courses not yet completed. Modular courses completed in the first half of the semester will receive the grades given. Academic and financial consequences may affect a student's future college admissibility and financial aid eligibility.

Students who stop attending classes but who are not formally withdrawn from the College will receive Fs or WFs for courses and risk dismissal from the College. Additionally, students may jeopardize future eligibility for financial aid at Villa Maria College and at other colleges.

Leave of Absence

After the end of a semester, students in good academic and financial standing may apply for a leave of absence for one semester or up to one full year, provided a serious reason warrants it. Serious reasons may include documented illness and certain personal and/or financial situations.

Because a leave of absence allows a student to postpone the program requirements in place when admitted to the College, a serious reason for the request will be required for a leave of absence to be granted. In no case will a leave of absence be extended for more than one full academic year.

The process for a leave of absence begins by obtaining a form from the Registrar's Office. The completed form must be submitted to the Vice President for Academic Affairs for consideration.

Cross Registration

Full-time, matriculated students who are registered for a minimum of 12 credit hours at Villa Maria College may take courses not offered at the College at another cooperating institution (Western New York Consortium) tuition-free. Students registered at other colleges and universities may also take courses at Villa Maria College depending on course availability. Tuition is paid at the "home institutions;" however, students are responsible for all fees at the college offering the course. Cross registration must be completed within one week of the beginning of the semester.



student support

Academic Advisors

Academic advisors are assigned to all students prior to their first semester at Villa Maria College. Advisors serve as consultants, assisting students with course selection, and schedule planning, and responding to student needs.

In addition to the College Catalog, students have access to course outlines and program handbooks for program information.

Advising is a shared responsibility. Although faculty advisors are responsible to help students with course planning and progression through a program, students are ultimately responsible for completing course, program, and graduation requirements.

Faculty advisors maintain regular Office hours throughout the academic year and seek to help students in whatever way possible. Students are responsible for contacting faculty advisors for assistance.

Course Scheduling and Registration Process

All students must meet with their academic advisors for schedule planning prior to registration for the next semester. The week prior to registration for the fall and spring semesters is identified as "advisement week," during which students are responsible for making an appointment with their faculty advisors. After the advisor-advisee meetings, the faculty member will release the student, allowing registration through the student portal on the Comprehensive Academic Management System (CAMS).



Transition to College

New student orientation is an opportunity offered prior to the beginning of the fall and spring semesters to assist students in adjusting to the educational environment of college. Students meet other new students, engage in information sessions, meet with faculty in their programs and learn about the rights, rules, regulations, and requirements that will make their academic program successful.

First-Year Seminar

All first-time, first-year students must enroll in The First Year Seminar, a class aimed at easing the transition to college. The course is designed to foster an understanding of the college environment and introduce students to the resources available at the College, while helping them develop the skills necessary for academic success.

Academic Success Center

The Academic Success Center is a place for students to work one-on-one with a tutor, do homework, study alone or with friends, and participate in academically oriented workshops. Data indicates that students who regularly use the services of the Academic Success Center carry a high grade point average. Both professional and peer tutors are available for writing and math as well as most other courses offered at the College. Mentoring sessions may also be arranged to assist students in successful navigation of the educational environment of college.

Confidentiality of Student Records

Villa Maria College, in compliance with the amended Family Educational Rights and Privacy Act (FERPA) of 1974, protects the privacy of students who attend or have attended the College. Therefore, no information from students' educational records will be disclosed except to parties who have been determined to have legitimate need as defined by the policies of the Registrar's Office.

Villa Maria College retains the right to release certain public directory information about students, unless a student files an appropriate form requesting that this information not be released.

This data includes the student name, address, telephone number, date and place of birth, major field of study, participation in officially recognized activities, dates of attendance, degrees and awards received, most recent previous school attended, and any photograph. Information may be released to official agencies or organizations. Villa Maria College does not publish nor make a student directory available to non-campus constituencies.

All formal requests for records should be directed to:

Registrar, Villa Maria College
240 Pine Ridge Road, Buffalo, New York 14225

Students with Disabilities

The Coordinator for Students with Disabilities provides consultation and educational services to qualified students with disabilities in accordance with guidelines established by the Rehabilitation Act of 1973, Section 504, the Americans with Disabilities Act of 1990, and the ADA Amendment of 2008. In order to receive services, students must self-identify to the Coordinator and provide appropriate documentation. Accommodations are determined on an individual basis and include (but are not limited to) books in alternative format, extended testing time, note takers, alternative testing conditions, and assistive technology for testing. Students must take the responsibility for seeking assistance and utilizing the services the College provides.

Grade Grievances

Students have the right to request information from the faculty member teaching any course about how the final grade was calculated. If a student believes a final grade does not reflect the work completed or the level of knowledge obtained, the student may petition that grade to the Department Chair within 10 calendar days from the end of the course. Prior to that petition, however, the student must seek clarification from the faculty member of the course.

Academic Integrity

The entire Villa Maria College community, faculty and students alike are responsible for conforming to the highest level of integrity and academic honesty.

All members of the College community are expected to uphold the College mission in their conduct, words, and creative works. Students are responsible for ensuring their developing and completed work professionally and ethically represents themselves, the College and the profession to which they aspire.

Academic dishonesty can include cheating and plagiarism which are offenses against the College community. Such behaviors are a violation of ethical standards.

Cheating may take many forms including:

- giving or receiving answers to or from another person,
- using aids or materials not permissible when completing a test or other assignment,
- altering academic records,
- any other activity in which students improperly use work which is not their own.

Plagiarism is using another's work and presenting it as one's own. This may include using sentences, paragraphs, or entire sections of documents without properly citing the material used as a source. Plagiarism also includes using music or art belonging to another person without receiving authorized written permission for part or all of the work. Buying or selling papers or using one's own work for one or more courses without permission from all faculty members involved also constitutes a form of plagiarism.

Online behavior also requires appropriate ethical and etiquette standards. Spamming and flaming are unacceptable.

If a student is found to have engaged in any form of academic dishonesty, the faculty member will inform the student and provide a written statement of the offense with the penalty to be imposed. The student then has 10 calendar days within which to appeal in writing to the Department Chair.

Penalties for academic dishonesty of any sort may result in:

- receiving a zero for the assignment in question
- failure for the course in question
- dismissal from the College, if a second offense.

Dismissal will bar students from tuition refunds to which they might otherwise be entitled.

Classroom Conduct

The college environment is a special place which provides a unique opportunity for students. Students are responsible for behaving in an appropriate and professional manner at all times which is befitting the college environment and which respects the rights of others.

Specifically:

- students must be on time and prepared for class
- cell phones, MP3 players and personal electronic devices of any sort are prohibited from use in the classroom, studio, or laboratory
- appropriate language and behavior is expected at all times while on College property
- respect must be shown for all viewpoints, even those with which one does not agree
- assignments should be completed in a professional manner and submitted on time

Consequences will ensue for students showing disrespect of the College's expectation of professional and mature behavior, which may result in receiving a verbal warning from a faculty member, temporary removal of disruptive devices, requests to leave the class, removal from a course, and in the most extreme cases, administrative dismissal from the College.

Appeals Process

Students have the right of appeal in all matters. If a student has a grievance, he/she should first make an in-person appeal to the appropriate faculty member or administrator with whom he/she has the grievance. In the event that a student is dissatisfied with the outcome of a decision from this meeting with the faculty member or administrator, he/she may make a further written appeal to the Department Chair within 10 calendar days of the date of the original grievance. If a student remains dissatisfied with the outcome of this second written appeal to the Department Chair, he/she may submit a third and final appeal. The student must submit documentation of the written appeal to the Vice President for Academic Affairs within 20 calendar days of the date of the original grievance. The decision of the Vice President for Academic Affairs will be final.

student services

Campus Ministry

A Director of Campus Ministry is available for pastoral counseling. The Campus Minister promotes the spiritual well-being of the Villa Maria College community and oversees the activities of the Sister Mary Josette Food Pantry located on campus. The Campus Minister's Office is located in the main building. Students of all faiths are welcome to seek services.

Career Development

The Career Development Center provides career advisement and information, employment postings, assistance with job search strategies and similar matters. All students, from those just beginning their college experience to those nearing graduation, as well as alumni, are invited to utilize the services of the Career Development Center. The Center is located in the Student Center.

Computer Services

All registered, full-time and part-time students are entitled to a Villa Maria College computer account which provides access to email. Email is a key means of communication between the College and its students. Access to the Villa Maria College student portal will allow students to register online, access mid-term and final grades and provide availability of online classroom materials. Accounts are obtained at registration, new student orientation, or directly from Computer Services. Villa Maria College encourages all of its students to regularly check their email accounts for special announcements and daily information.

One, open computer laboratory for general student use is located on the ground floor of the main campus building. This facility includes Macs and PCs and is equipped with Microsoft Office 2010 and Adobe Creative Suite. Both black and white and color laser printers and scanners are available. Additional open computing facilities are available in the library and in the Palisano Lab when classes are not in session.

Program-specific, instructional computer laboratories provide specialized software for program majors including AutoCAD, Photoshop, Maya, Combustion, Studio 4, Acrobat Professional, Director, Audition, Dreamweaver, Final Cut Studio, Finale, Reason, and Adobe Creative Suite. Access to these facilities is provided to program students by the faculty. All computer labs include access to either printers or plotters.

WiFi access to the Internet is available in all campus buildings. The Computer Services Office is located in the main campus building and support staff are available from 7 a.m. to 7 p.m. or can be contacted at helpdesk@villa.edu.

Counseling

Professional personal counseling services are available to all students. While some students may engage in the counseling process to address personal issues, relationship concerns, feelings of depression/anxiety, grief/loss, procrastination or adjustment to college, others may want to gather information on how to balance the responsibilities of life, manage stress or improve confidence and communication skills. Overall, the counseling process helps students overcome obstacles so they can meet personal, educational and professional goals successfully. Counseling is confidential and free of charge. The Counseling Center is located in the music building. Phone: (716) 961-1821

Health Services

Health services are available from a full-time, registered nurse who provides basic first aid and limited consultation and referrals. The nurse also collects health and immunization records and presents workshops on selected topics. The Health Office is located in the music building across room 115.

Housing

Villa Maria College offers apartment-style housing at Collegiate Village located about 1.5 miles from the campus. There is a shuttle bus that runs regularly between the College and Collegiate Village. Residents are expected to abide by the Collegiate Village Resident Handbook and the Villa Maria College Student Handbook and Planner.

Library Services

The Villa Maria College's library is the primary information resource center on campus. The library is open five days a week with extended library hours by request. The library participates in AskUs 24/7, which is an around-the-clock, live chat reference service staffed by librarians from Western New York and across the country, including the professional staff at Villa Maria College. This service is a national cooperative made possible by the Western New York Library Council. Users are able to submit research questions, learn how to navigate electronic databases, or request information online in real-time by clicking on the AskUs 24/7 logo located at www.villa.edu/library.

Professional libraries are available to provide a full array of library services including reference assistance, library instruction and training in the use of electronic resources at Villa Maria college.

Academic Success Center

The Academic Success Center (ASC) supports students at every stage of their college careers. Trained, experienced tutors provide academic assistance in a wide range of subjects, tailoring each session to the individual student's needs. Students may visit the ASC to receive tutoring in any subject, to improve their writing, and/or to receive guidance in matters such as study strategies, test-taking, and time management. Students can make an appointment with a tutor by calling the ASC secretary at (716) 961-1861, or they may simply drop in. The ASC is located on the ground level of the Library building; there is no fee for services.

The Academic Success Center is open Monday through Thursday from 9 a.m. to 6 p.m. and on Friday from 9 a.m. to 4 p.m.

Students with Disabilities Office

The Coordinator for Students with Disabilities is the initial contact for students with disabilities and their families. The Coordinator is responsible for the intake and processing of appropriate documentation, orientating students and their families to College services for students with disabilities, and assisting students by coordinating assessment and accommodations. Interested students should obtain a brochure explaining services and responsibilities.

To serve the needs for students with a diagnosed disability, the Academic Success Center staff and the Coordinator for Students with Disabilities provide consultation and educational services. Once students have self-identified and met with the Coordinator, they have access to services such as books in alternative format, extended testing time, note takers, alternative testing conditions, and assistive technology for testing. Students must take the responsibility for making appointments with the Coordinator for Students with Disabilities and the Academic Success Center in order to receive the accommodations to which they are entitled.

Student Life

The Director of Student Life coordinates orientations and campus-wide student activities, advises the Student Union Board, facilitates the Leadership for Life Seminar, and offers programming for resident students at Collegiate Village. The Student Life Office is located in the Student Center.

Student Handbook

The Villa Maria College Student Handbook provides information about student life including student organizations and services. It also contains important information on campus policies and procedures including non-academic misconduct policies and other policies including those related to alcohol and drugs; bias-related crime and crime prevention; hazing; sexual assault; sexual harassment; smoking; and student grievances. Copies of this handbook are widely distributed in the beginning of the semester and are also available in the Student Affairs Office.

Registrar's Office

The Registrar's Office is the main repository for all student records and is responsible for maintaining their accuracy. The Registrar's Office will review courses for consideration of transfer credit and AP credit. Students may obtain copies of their schedules and grades directly from the student portal or from the Registrar's Office.

The Registrar's Office is central to student registration and provides course offering information each semester on the College's website. Making adjustments in schedules may be completed by requesting a drop/add form if students are unable to do so through the student portal.

Other procedures involving the course schedule including but not limited to withdrawal from a course or course challenges, begin with a student obtaining the appropriate form from the Registrar's Office and returning the form in a timely manner.

Official transcripts may be requested from the Registrar's Office. The cost for each official transcript is \$5.00 and the cost for a student copy is \$3.00.



student clubs and organizations

Below is a list of the major clubs and organizations available to students at Villa Maria College. The College continually works with students and faculty alike to develop and implement new clubs of interest to students on campus.

Ambassadors – This is a network of students at Villa Maria College who assist in various recruitment and service-related activities.

Animation Club – This club is open to all animation majors and affords students the opportunity to build their social, professional, and networking skills while learning and sharing animation knowledge above and beyond what is learned in the classroom. Club members will also have the opportunity to travel to film festivals and animation studios when such events are available.

Art Club – This club is open to all art students and provides them with opportunities to discuss both historical and contemporary art issues and travel to places like New York City for intensive art and cultural exploration.

Campus Ministry Team – This team is made up of students, faculty and staff and offers members the opportunity to deepen their awareness of the presence of God, while promoting an appreciation and respect for the dignity and integrity of all persons regardless of their religious beliefs.

Drama Club – The Drama Club is open to students from all programs of study. This particular club provides students with the opportunity to learn about and participate in the presentation of a theatrical production and become familiar with lighting, music, costumes and more.

Fashion Club – All Fashion Design and Merchandising program majors may join this club. Meetings are dedicated to expanding student interest in the fashion industry as well as discussing current trends in the fashion world. The club also sponsors trips to fashion-related businesses and other locales during the year.

Graphic Design Club – This club provides students with a chance to explore the field of graphic design through seminars, discussions and group activities, Brainstorm (local design club) events and field trips.

IN Club – IN is the interior design club on campus and is the official American Society of Interior Designers (ASID) student chapter for both current students and alumni. The club's purpose is to promote awareness of current trends in the design field, to assist members in preparing for employment and to offer service learning and professional development opportunities related to interior design. Club membership is unrestricted but all chapter members are required to be registered with ASID.

In Living Colour – This club serves as a way for students of different cultures, ethnicities, and sexual orientation to come together to promote tolerance in today's ever changing society.

Music Club – This academic organization promotes appreciation of music on and off campus. The club provides opportunities for informal performance as well as opportunities for concert rehearsals. As a student run organization the direction of the music club changes from year to year according to the interest of the membership.

Phi Theta Kappa – Phi Theta Kappa is the international honor society for two-year college students. Members of this society have the opportunity to develop leadership and service skills. Eligibility for membership in the local chapter, Tau Lambda, is determined by a combination of factors:

- Scholastic GPA of 3.5 or higher
- Completion of a minimum of 12 credit hours of coursework leading to an associate degree
- Demonstration of leadership and service qualities

Physical Therapist Assistant/Health Related Professions Club – This social and educational club comprised of Physical Therapist Assistant students and students interested in health science career fields, sponsors program-related seminars and speakers who share professional and career-related information and social activities.

Photo Visions Club – This club sponsors photography related activities including field trips, guest speakers, and photo shoots. There is a focus on expanding student interest in the photography field by participating in a variety of local professional photography events, lectures and conferences.

SKALD – Produced annually at Villa Maria College, SKALD is a national, award-winning literary and creative arts magazine which spotlights student literary, artistic and photographic work. The publication has been honored on numerous occasions by both the Columbia Scholastic Press Association and the American Scholastic Press.

Student Union Board – The Board is the voice of the students at Villa Maria College as it pertains to student life. It promotes student responsibility, loyalty to the College, and cooperation among students in their relations with both faculty and administrative staff.

Management Club – A social and professional club open to all students who desire to participate in community based projects while having fun and expanding hands-on knowledge of management.

Teachers Love Children (TLC) – This professional, social and community service-oriented club for education students sponsors activities that focus on professional development, guest speakers, service to children and social activities.

Villa Maria College Student Alumni Association Club – This group is committed to nurturing a relationship between students and the College based upon loyalty and the pursuit of knowledge. Student membership forms a lasting bond between students and graduates and helps to facilitate all aspects of alumni support for the College.

Villa Maria College Volunteers – Known as “Villa Volunteers,” this campus service organization is comprised of Villa Maria College students, faculty, staff, alumni and friends who are dedicated to making a difference in the community and on the campus through service to others.

The Art Shop

A fully-equipped wood working shop is available for art students featuring a broad selection of hand and power tools. A shop safety class is required for active privileges.

Bookstore

Villa Maria College's student bookstore is operated by Follett and carries textbooks for purchase or rent, as well as other required course materials. The bookstore buys back purchased books from students throughout the year. All course-related art supplies and other school supplies are available in the store, as well as insignia apparel, paperback books, and snacks.

Business Office

All business transactions including tuition payments, financial aid refunds, and federal work study checks, are conducted during posted Office hours at the Business Office.

Campus Safety and Crime Statistics

The Advisory Committee on Campus Safety will provide, upon request, all campus crime statistics as reported to the United States Department of Education. These statistics are also available on the College web site www.villa.edu. The website of the U.S. Department of Education for campus crime statistics is accessible via www.ope.ed.gov/security. The designated college campus contact authorized to provide such statistics is the Vice President for Student Affairs who can be reached at 716-961-1876.

Dress for Success Shop

As part of preparing students professionally for internships and employment, the Career Development Center maintains a Dress for Success Shop that provides students with professional attire on an as-needed-basis. This service is located in the Student Center and students can schedule an appointment to visit the shop at (716) 961-1814 or (716) 961-1871.

Library

The Villa Maria College library consists of three major areas: the North Room, the South Room and the Information Commons:

The North Room contains a circulating collection of over 30,000 books as well as three special collections which include Children's Literature, Self-help Central and Casual Corner. These collections have been developed to support the educational programs of the College and to promote both life-long learning skills and recreational reading.

The South Room houses a non-circulating collection of specialized reference sources, including subscriptions to over 100 periodicals and a classic Polish collection. The periodical collection is augmented by an array of electronic, full-text databases, as well as journal indexes relevant to the curriculum.

Both rooms provide ample seating for study and leisure reading. For additional privacy, individual study carrels in the lower and upper tiers of the North and South Rooms are available. For students with personal laptops, wireless access is available throughout the entire college campus.

The Information Commons is a multimedia information center equipped with scanners, DVD viewing capabilities, printers, and a copy machine. Students are able to access the library's online catalog, search the electronic, full-text databases, and browse the Internet.

The library offers multimedia materials including compact discs, CD's, DVDs, computer software and early childhood materials among others. In addition, equipment is available for loan and for use within the library. Reserve materials are placed at the Circulation Desk to help supplement course content and assignments.

The library's resources are supplemented through membership in the Western New York Library Resources Council and through participation with the Online Computer Library Center (OCLC), an international consortium which enables the library to borrow materials from other libraries throughout the United States.

Paul William Beltz Family Art Gallery

The Gallery features numerous exhibits throughout the year that highlight the work of professional artists, local high schools and Villa Maria College's faculty and students. Gallery openings give family, friends and members of the community the opportunity to view the talents of these artists in a professional and artistic setting. The Gallery is located on the ground floor of the main campus building and is open to the public.

Felician Hall

Felician Hall, Villa Maria's newest building acquisition in 2012, houses the following College areas: Enrollment Management (Admissions, Financial Aid, Communication/Marketing); Development (Grants, Alumni, Facilities); Special Assistant to the President; Archive; Physical Therapist Assistant program classrooms, lab spaces and faculty offices; and several other faculty offices (Business, Liberal Arts, Internships, Psychology).

Security

A professional security officer is on duty whenever buildings are open. The Officer patrols the hallways, classrooms, and grounds regularly. Additional security is present during large campus events. Security can be reached via phones located at the end of each hallway. Dial Speed 2 or 870-7176 to reach security. Instructions are also posted next to each phone.

NY-Alert

NY-Alert is a mechanism used by the college to provide emergency alerting information to students and staff. NY-Alert is a free service and requires registration. To obtain information relative to Villa Maria College, you must register with NY-Alert using your Villa email address as your primary identifier. Once registered, you may specify multiple devices from which you will receive alerts and notifications. Villa Maria College encourages its students and staff to register for this service to stay informed. Students and staff may register for NY-Alert at www.nyalert.gov.

Student Center

The Villa Maria College Student Center houses a full-size gymnasium, men's and women's locker rooms, a swimming pool, two fitness rooms, and a large social hall. The Offices of the Vice President for Student Affairs, Career Development, Student Affairs, and Student Life are located in the Center.

Villa Bistro

Villa Bistro offers a diverse menu of made-to-order deli sandwiches, a fresh oven station, hot lunches, soups and beverages and a variety of other gourmet lunch options. The Bistro also provides catering services. Located in the main building of the campus in the dining hall, the Bistro is open daily to all students and staff during the academic year. Hours of operation may vary.



Programs of Study - Majors

Art Department

Animation (B.F.A.)
Fashion Design and Merchandising (B.F.A.)
Fine Arts (A.S.)
Graphic Design (B.F.A.; A.A.S.)
Integrated Arts (B.F.A.)
Interior Design (B.F.A.)
Interior Design Assistant (A.A.S.)
Photography (B.F.A.; A.A.S.)

Health, Education and Business Department

Business Administration (A.A.S.)
Natural Science (A.A.)
Physical Therapist Assistant (A.A.S.)

Liberal Arts Department

Creative Writing and Literature (B.A.)
Liberal Arts General Studies (A.A.)
Liberal Arts Humanities (A.A.)
Liberal Arts Social Sciences (A.A.)

Music Department

Music (B.A.; A.S.)
Music (Business) (A.A.S.)
Music Industry (B.S.)
Jazz (B.A.; A.A.S.)

Programs of Study - Minors

Graphic Design for Non Art Majors
Graphic Design for Art Majors
Photography for Non Art Majors
Photography for Art Majors
Music Production

Programs of Study - Certificate

Historic Preservation

ART DEPARTMENT

Department Chair - Sandra Reicis, Associate Professor

The Villa Maria College Art Department is focused on both art and design disciplines and prepares students for careers in animation, fashion design and merchandising, fine arts, graphic design, interior design and photography as well as graduate studies. All programs within the department include core, art foundation courses as part of the required curriculum. Each art program has dedicated instruction and lab facilities and shared use of the fine art studio space.

Gallery

The Paul William Beltz Family Art Gallery was constructed in 2006 with funds generously donated by the Beltz family of Buffalo. The gallery operates under the supervision of the Art Department and features numerous shows throughout the year including the work of professional artists, local high school artists, Villa Maria College Art Department faculty and student artists.

The adjacent gallery lounge is used for receptions, student artwork displays, academic presentations, digital and film exhibits.

Animation

BACHELOR OF FINE ARTS (B.F.A.)

Program Description

The Animation program is designed for the student who is interested in learning to creatively communicate through the art of animation within the framework of motion-picture film making, gaming, visualization as well as interactive media. Whether students want to start their career locally or work in a large metropolitan city, the real-world skills and experience that students gain in the Villa Maria College Animation program will prepare them well. Students will learn to work with traditional media such as pencil and paper, as well as industry standard 2D and 3D computer animation and graphics software.

This is an intensive, hands-on program, where students will learn to produce animated films from start to finish, creating everything from initial script to character design and modeling to animation and final editing. Experienced in the animation industry, our skilled and qualified faculty includes working professionals. Small class sizes mean individual attention. Students are encouraged to be openly creative and engage in friendly

competition and sharing, building a richer, more successful individual. Student films are distributed to international as well as local film festivals and filmmaker forums.

Students will choose one of four tracks allowing them to develop their personal artistic vision and focus their skills in a particular area. The four tracks are 2D/Alternative Techniques, 3D, Lighting and FX, and Character Animation. Course electives within the tracks are:

2D/Alternative Techniques Track : ANM 301, ANM 302, ANM 412.

3D Track: ANM 304: ANM 308 ANM 410:

Character Animation Track: ANM 301: ANM 308 ANM 412

Lighting & FX Track: ANM 302, ANM 304, ANM 410

Program Facilities

The three computer animation studios and fourth stop-motion studio include high powered computer workstations. Computers are outfitted with industry standard software such as the Autodesk Entertainment Creation Suite, which includes software such as Maya, Mudbox and MatchMover. In addition we include Adobe CS5.5, FlipBook Studio, Combustion, Final Cut Pro, Quicktime Pro and Pixologic ZBrush.

The Stop Motion Studio is equipped with Dragon Stop-Motion software as well as a specialized lighting system. Animation students have access to the Art Shop for fabrication of stop motion puppets.

Equipment available for student use includes HD video cameras, Nikon digital still cameras, flatbed scanners, traditional animation light tables, and camera stand for creating animated pencil tests. Several studio spaces are equipped with Sony large-screen televisions and Blu-Ray DVD players.

Program Requirements

Students must earn a grade of C or above in all Animation (ANM) courses for successful completion. Animation majors only.

Career Potential & Employment Outlook

Animators work in the motion picture and video industries, advertising, and computer systems design services. A variety of careers exist within this industry from special effects artists, to storyboard artists, to motion graphic artists. Among many other positions, 2-D animators can work as flash animators, character designers, layout artists and character animators. 3-D animators can look forward to careers as character animators, character designers, character riggers, lighting artists, special effects artists, texture artists, and the many other positions necessary to create both animated films and video games.

Information from the Bureau of Labor Statistics supports the need for qualified employees in this field as the demand for realistic games, movie, and television special effects and 3-D animated movies continues to grow with a prediction that employment of animators is expected to grow faster than all occupations through 2016.

Curriculum Requirements

Bachelor of Fine Arts (B.F.A.) in Animation

FIRST YEAR

FALL		CREDITS	SPRING		CREDITS
ANM 101	Film Theory & Technique	3	ART 105	Drawing II	3
ANM 106	Character Design	3	ANM 103	History of Animation	3
ART 101	Two Dimensional Design	3	ANM 104	Pre-Production I	3
ART 104	Drawing I	3	ANM 105	Introduction to 2-D Animation	3
ENG 101	English Composition	3	ENG 102	Introduction to Literature	3
IDS 106	First Year Seminar	1	RST ____	Religious Studies Elective	3

SECOND YEAR

ANM 201	Advanced 2-D Animation	3	ANM 203	3-D Computer Animation II: Character Animation	3
ANM 204	Introduction to 3-D Computer Animation	3	ANM 205	Modeling for 3-D Animation	3
ANM 206	Animation Pre-Production II: Animatics and Audio	3	ANM 207	Soph. Ind. Film Project	3
ENG 260	Acting I	3	ART 204	History of Art II	3
PHI ____	Philosophy Elective	3	____ ____	Social Science Elective	3

THIRD YEAR

ENG 340	Exploration in Cinema	3	ANM 303	Senior Thesis Film Pre-Prod.	3
ANM 304	Junior Group Film Pre-Prod	3	ANM 305	Junior Group Film Project	3
ANM 310	Prof. Practices & Adv. Processes	3	ANM ____	Animation Elective *	3
ANM ____	Animation Elective *	3	____ ____	Natural Science/ Mathematics Elective	3
____ ____	General Elective	3	____ ____	General Elective	3

FOURTH YEAR

ANM 401	Senior Capstone Thesis I	3	ANM 402	Senior Capstone Thesis II	6
ANM 409	Internship Or		____ ____	General Elective	3
____ ____	Art Elective **	3	____ ____	General Elective	3
SOC 201	Cultural Diversity	3			
____ ____	General Elective	3			
ANM ____	Animation Elective *	3			

*Animation Electives: ANM 301, ANM 302, ANM 307, ANM 308, ANM 410, ANM 412

**Accepted Art Electives: ART 103, ART 106, ART 206, ART 208, PHO 101, GRA 103, or GRA 240

Fashion Design and Merchandising

BACHELOR OF FINE ARTS (B.F.A.)

Program Description

The Fashion Design and Merchandising program allows students to reflect their individual and cultural values and perspectives through fashion design and imagery. The program ensures students possess the creative, critical thinking, technology, portfolio presentation, and oral communication skills required in the industry. Beginning in the sophomore year, students have the option to follow a design or a merchandising track.

Program Facilities

The Fashion Design and Merchandising program has a dedicated studio and apparel construction lab with a classroom of Bernina Activa 240 sewing stations as well as other industry-standard technology. Equipment available to students includes BabyLock Imagine serger, Bernina Industrial sewing machine, Coverstitch with Jet Air, blind hemmer and industry specified dress forms for draping and construction. The program utilizes My Label 3-D pattern software and Bernina Embroidery software. A computer studio is available to students with a large format plotter printer for patterns.

Program Requirements

Students must earn a grade of C or above in all Fashion Design and Merchandising (FDM) courses for successful completion - FDM majors only. Students must earn a grade of C or above in all Business courses for Fashion Design and Merchandising majors for successful completion.

Career Potential & Employment Outlook

Information from the Bureau of Labor Statistics states that Fashion Design and Merchandising graduates can pursue a variety of employment opportunities including clothing designer, footwear designer, accessory designer, jewelry designer, textile, apparel and furnishings occupations, retail occupations including assistant buyer, visual team associate and merchandise coordinator.

Employment of fashions designers is projected to grow between 2008 and 2018. New jobs will arise from increased demand from an expanding population.



Curriculum Requirements

Bachelor of Fine Arts (B.F.A.) in Fashion Design and Merchandising

Fashion Design Track

FIRST YEAR

FALL		CREDITS	SPRING		CREDITS
ART 101	Two Dimensional Design	3	ART 103	Color Theory	3
ART 104	Drawing I	3	ENG 102	Introduction to Literature	3
ENG 101	English Composition	3	FDM 102	Elements of Fashion Design	3
FDM 101	Intro. to the Fashion Industry	3	FDM 105	Sewing Techniques	3
FDM 103	History of Fashion Design	3	FDM 110	Textiles	3
IDS 106	First-Year Seminar	1			

SECOND YEAR

ART 105	Drawing II	3	FDM 208	Fashion Analysis and Trends	3
___ ___	Liberal Arts Elective	3	FDM 225	CAD 1 Color and Print	3
FDM 201	Intro. to Fashion Sketching	3	PHO 101	Introduction to Photography	3
FDM 202	Designer Sketchbook	3	___ ___	Liberal Arts Elective	3
FDM 221	Flat Pattern & Grading	3	FDM 218	Advanced Sewing Techniques	3

THIRD YEAR

FDM 301	Marker Rendering	3	BUS 255	Entrepreneurship	3
ENG 345	Writing for Publication	3	GRA 240	Web Design	3
SOC 201	Cultural Diversity	3	FDM 340	Fashion Illustration	3
FDM 312	Fashion Accessories	3	FDM 409	Internship	3
FDM 318	Draping	3	FDM 306	Tailoring	3

FOURTH YEAR

FDM 401	Fashion Show Prod. & Promotion	3	FDM 404	Senior Portfolio	3
___ ___	Liberal Arts Elective	3	___ ___	Natural Science Elec	3
FDM 402	Couture Techniques	3	FDM 416	Senior Capstone Show	3
FDM 410	Knit Stitch & Print	3	___ ___	General Elective	3
___ ___	Religious Studies Elective	3	PHI 201	Ethics	3

Curriculum Requirements

Bachelor of Fine Arts (B.F.A.) in Fashion Design and Merchandising

Fashion Merchandising Track

FIRST YEAR

FALL		CREDITS	SPRING		CREDITS
ART 101	Two Dimensional Design	3	ART 103	Color Theory	3
BUS 114	Intro to Business	3	FDM 102	Elements of Fashion Design	3
ENG 101	English Composition	3	FDM 105	Sewing Techniques	3
FDM 101	Intro. to the Fashion Industry	3	FDM 110	Textiles	3
MAT 111	College Algebra	3	ECO 102	Principles of Micro Econ.	3
IDS 106	First-Year Seminar	1			

SECOND YEAR

ENG 102	Introduction to Literature	3	FDM 208	Fashion Analysis and Trends	3
___ ___	General Elective	3	___ ___	General Elective	3
ART 104	Drawing I	3	___ ___	Social Science Elective	3
FDM 103	History of Fashion Design	3	FDM 213	Fashion Merchandising	3
BUS 232	Principles of Marketing	3	BUS 255	Entrepreneurship	3

THIRD YEAR

___ ___	General Elective	3	___ ___	Liberal Arts Elective	3
BUS 245	International Business	3	FDM 409	Internship	3
ENG 345	Writing for Publication	3	___ ___	General Elective	3
BUS 203	Financial Accounting	3	___ ___	Liberal Arts Elective	3
FDM 215	Visual Merchandising	3	BUS 206	Managerial Accounting	3

FOURTH YEAR

FDM 401	Fashion Show Prod. & Promotion	3	FDM 416	Senior Capstone Show	3
___ ___	Liberal Arts Elective	3	___ ___	Natural Science Elective	3
___ ___	Religious Studies Elective	3	___ ___	Philosophy Elective	3
FDM 314	Fashion Retail Buying	3	___ ___	General Elective	3
___ ___	General Elective	3	BUS 251	Business Law	3



Fine Arts

ASSOCIATE IN SCIENCE (A.S.)

Program Description

The Fine Arts program is the only two-year program of its kind in Erie County and is an excellent program for students who wish to explore the many aspects of the visual arts. The program offers a wide range of studio courses designed to develop creative skills and dexterity with a variety of materials and methods. Students have the opportunity to explore courses in drawing, design, painting, printmaking, photography, and three-dimensional design.

Program Facilities

The Fine Arts program includes three studios, each dedicated to drawing and painting. Printmaking facilities include a power washer, photo exposure units, screen printing press, etching press, acid bath station and spray booth. The painting studio includes a platform for still life displays as well as figure drawing. Studios are equipped with instructor computer stations and projection units.

Program Requirements

Students must earn a grade of C or above in all Fine Art (ART) courses for successful completion. Fine Art majors and foundation courses only.

Career Potential & Employment Outlook

Entry level positions for graduates with an associate degree include display workers, set designers, illustrators and photographers. According to the Bureau of Labor Statistics artists generally fall into one of four categories, Art directors, Craft artists, Fine artists and Multimedia artists. In many cases additional education is required. Students can also seek higher education for occupations in art education, art therapy, graphic design, illustration, photography and other related design fields.



Curriculum Requirements

Associate in Science (A.S.) in Fine Arts

FIRST YEAR

FALL		CREDITS	SPRING		CREDITS
ART 101	Two Dimensional Design	3	ART 103	Color Theory	3
ART 104	Drawing I	3	ART 105	Drawing II	3
ART 203	History of Art I	3	ART 204	History of Art II	3
ENG 101	English Composition	3	ENG 102	Introduction to Literature	3
IDS 106	First-Year Seminar	1	PSY 101	General Psychology	3
___ ___	Liberal Arts Elective	3			

SECOND YEAR

ART 106	Painting I	3	ART 206	Three-Dimensional Design	3
ART 208	Introduction to Printmaking	3	ART 210	Painting II	3
___ ___	Nat. Sci./Math Elective	3/4	PHO 101	Introduction to Photography	3
RST ___	Religious Studies Elective	3	___ ___	General Elective	3
SOC ___	Sociology Elective	3	PHI ___	Philosophy Elective	3

Graphic Design

BACHELOR OF FINE ARTS (B.F.A.)

Program Description

The Bachelor of Fine Arts Degree program curriculum focuses on design basics, color theory, drawing and painting, while the core curriculum explores the theories of conceptual problem solving, along with the fundamentals of graphic design, typography, visual communication and interactive/web design. In advanced studio courses, students explore design history, advanced typography, principles of advertising and marketing, as well as advertising, publication and production design. Through a series of professionally based projects, students will compile a portfolio of work in their junior year of study in preparation for a required internship and employment opportunities. Students will also develop a capstone project in their senior year of study.

The Bachelor of Fine Arts Degree program systematically explores more advanced concepts, theories, methods and technologies presented in the Associate in Applied Science Degree program. It is well suited for students who seek to acquire a broader, more in-depth set of skills and knowledge required for entry-level positions and advancement in the graphic design and advertising industries. The B.F.A. program is designed so students who successfully complete the Associate in Applied Science program may apply and enroll seamlessly into this program.

Program Facilities

The Graphic Design program has both a dedicated and a shared studio with wireless capabilities. Both studios include state-of-the-art iMac Apple computers, drawing tables, work and project critique areas. Students have access to a classroom reference library and additional equipment such as flat-bed scanners, Intous Graphics Pen Tablet, laser, inkjet and large-format printers. Computer software includes Adobe Photoshop, Illustrator, InDesign, Dreamweaver, Flash, Fontographer, and Acrobat Professional.

Program Requirements

Students must earn a grade of C or above in all Graphic Design (GRA) courses for successful completion. Graphic Design majors and minors only.

Career Potential & Employment Outlook

Graphic Design, a \$7 billion dollar-a-year industry, has an ever-increasing demand for highly trained design professionals. According to the Bureau of Labor Statistics, employment of graphic designers is expected to grow 13% from 2008 through 2018 as the demand for graphic design continues to increase from both advertisers and computer design firms. Moreover, graphic designers with website design and animation experience will be in especially high demand for design projects for interactive media.

Curriculum Requirements

Bachelor of Fine Arts (B.F.A.) in Graphic Design

FIRST YEAR

FALL		CREDITS	SPRING		CREDITS
ART 101	Two Dimensional Design	3	ART 103	Color Theory	3
ART 104	Drawing I	3	ART 204	History of Art II	3
ENG 101	English Composition	3	ENG 102	Introduction to Literature	3
GRA 103	Fundamentals of Graphic Design	3	GRA 106	Typography	3
IDS 106	First Year Seminar	1	PHO 201	Photo Imaging and Design	3
PSY 101	General Psychology	3			

SECOND YEAR

ART 105	Drawing II OR		ART ____	Art Elective	3
ART 106	Painting I	3	GRA 209	Sophomore Internship OR	
GRA 207	Professional Practice & Advanced Processes	3	____ ____	Art Elective	3
GRA 221	Visual Communication	3	GRA 222	Print and Publication Design	3
____ ____	Nat. Sci./Math Elective	3/4	GRA 240	Web Design	3
RST ____	Religious Studies Elective	3	PHI ____	Philosophy Elective	3

THIRD YEAR

BUS 232	Principles of Marketing	3	ART 206	3 Dimensional Design	3
GRA 301	History of Graphic Design	3	BUS 211	Principles of Advertising	3
GRA 321	Adv. Visual Communication	3	GRA 306	Advanced Typography	3
SOC 201	Cultural Diversity	3	GRA 311	Advertising Design	3
____ ____	Liberal Arts Elective	3	____ ____	Art Elective	3

FOURTH YEAR

ART 203	History of Art I	3	ART ____	Art Elective	3
ART ____	Art Elective	3	GRA 409	Senior Internship	3
GRA 415	Senior Portfolio Review	3	GRA 422	Senior Project	6
GRA 417	Production Design	4	GRA 425	Business of Graphic Design	3
____ ____	Liberal Arts Elective	3			

Graphic Design

ASSOCIATE IN APPLIED SCIENCE (A.A.S.)

Program Description

The Associate in Applied Science Degree program is ideal for students who are interested in acquiring basic design skills for an entry-level position in the graphic design industry, or are undecided on pursuing a Bachelor of Fine Arts Degree (BFA). The AAS curriculum focuses on design basics, color theory, and drawing and painting, while the core curriculum explores the theories of conceptual problem solving, along with the fundamentals of graphic design, typography, visual communication and interactive/web design. Through a series of professionally based projects, students will develop a resume and compile a portfolio of work in preparation for a required internship in their sophomore year of study. Students will also explore interactive and web design and have a choice of multiple art electives including, but not limited to, photography, painting and printmaking.

Program Facilities

The Graphic Design program has both a dedicated and a shared studio with wireless capabilities. Both studios include state-of-the-art iMac Apple computers, drawing tables, work and project critique areas. Students have access to a classroom reference library and additional equipment such as flat-bed scanners, Intous Graphics Pen Tablet, laser, inkjet and large-format printers. Computer software includes Adobe Photoshop, Illustrator, InDesign, Dreamweaver, Flash, Fontographer, and Acrobat Professional.

Program Requirements

Students must earn a grade of C or above in all Graphic Design (GRA) courses for successful completion. Graphic Design majors and minors only.

Career Potential & Employment Outlook

Graphic Design, a \$7 billion dollar-a-year industry, has an ever-increasing demand for highly trained design professionals. According to the Bureau of Labor Statistics, employment of graphic designers is expected to grow 13% from 2008 through 2018 as the demand for graphic design continues to increase from both advertisers and computer design firms. Moreover, graphic designers with website design and animation experience will be in especially high demand for design projects for interactive media. Entry-level positions for associate degree graduates are available as mechanical artists, graphic designers, package designers and illustrators.



Curriculum Requirements

Associate in Applied Science (A.A.S.) in Graphic Design

FIRST YEAR

FALL		CREDITS	SPRING		CREDITS
ART 101	Two Dimensional Design	3	ART 103	Color Theory	3
ART 104	Drawing I	3	ART 204	History of Art II	3
ENG 101	English Composition	3	ENG 102	Introduction to Literature	3
GRA 103	Fundamentals of Graphic Design	3	GRA 106	Typography	3
IDS 106	First Year Seminar	1	PHO 201	Photo Imaging and Design	3
PSY 101	General Psychology	3			

SECOND YEAR

ART 105	Drawing II OR		ART ____	Art Elective	3
ART 106	Painting I	3	GRA 209	Sophomore Internship	3
GRA 207	Professional Practice & Advanced Processes	3	GRA 222	Print and Publication Design	3
GRA 221	Visual Communication	3	GRA 240	Web Design	3
____ ____	Nat. Sci./Math Elective	3/4	PHI ____	Philosophy Elective	3
RST ____	Religious Studies Elective	3			

Graphic Design Minor

Graphic Design Minor/NON-ART MAJORS

ART 101	Two Dimensional Design
GRA 103	Fundamentals of Graphic Design
GRA 106	Typography
PHO 201	Photo Imaging and Design
GRA 221	Visual Communications
GRA 240	Web Design

Graphic Design Minor/ART MAJORS

GRA 103	Fundamentals of Graphic Design
GRA 106	Typography
PHO 201	Photo Imaging and Design*
GRA 221	Visual Communications
GRA 240	Web Design*
GRA 306	Advanced Typography

*If these courses are part of your major course of study, they will not be counted toward a Minor. In consultation with your advisor, choose from the substitute courses listed below.

Choose one course from the following:

GRA 301 History of Graphic Design

GRA 321 Advanced Visual Communication

GRA 311 Advertising Design

A minor is a minimum of 6 courses (18 credits). To choose a minor course of study, a student must submit a declaration of minor form with the Registrar's Office at least one year prior to expected graduation.

A student must complete necessary pre-requisites and meet minimum grades for all minor courses. Completing a minor may require a student to take more than the minimum number of credits necessary to earn an undergraduate degree in order to complete the minor.

Integrated Arts

BACHELOR OF FINE ARTS (B.F.A.)

Program Description

The Integrated Arts program will allow the student an opportunity to hone his or her artistic skills while building a unique repertoire of specialized competence to prepare for a targeted career goal. The art foundation program will be a significant component of the first year, refining the student's artistic skills in the fundamentals while strengthening an aesthetic sense of visual information. These core courses will provide a base of creative techniques and knowledge of art and its history that will serve as a context for inventive, theoretical work. Simultaneously the student will explore one or more art specialties in the first year, choosing introductory classes in a chosen media. Study will include studio and lecture based courses.

The Integrated Arts program allows the student to pursue a defined career path and to explore a broader range of interests prior to committing to a specific set of educational goals. A student engaged in different disciplines will combine skills and concepts that will be applied in a career in which the arts overlap producing a synergy that will strengthen graduate capabilities for the complex art world of today.

Liberal arts, science and business courses will support the student's program of study. A senior seminar course followed by a senior thesis course will integrate the learning experiences and culminate in an interdisciplinary project. The BFA in Integrated Arts will provide graduates with a variety of skills and career options. As part of the program, a student will complete an internship at an external site. A participating student will benefit from the area's rich artistic community, which includes a variety of museums and galleries as well as a number of arts related business and organizations.

Program Facilities

Numerous dedicated art facilities include animation studios complete with the latest software in Mac and PC platforms; graphic design studios equipped with wide screen apple computers; drawing tables and specialized printers; dedicated, CAD-equipped interior design studios complemented by an interior design resource room; and numerous fine art studios for drawing, painting and more. Students also have access to a fashion design studio for apparel construction with Bernina Activa 240 sewing stations; a photography computer lab complete with Macs and a large format printer, three darkrooms and a specialized photographic studio space. An art shop on campus also houses a wood-working facility equipped with quality power and hand tools with which to complete numerous student projects.

Villa Maria College provides students with opportunities to showcase their creativity in a professional, on-campus art gallery where they have versatile options for hanging, framing, or displaying their art work. The gallery is home to numerous exhibits during the year for visiting artists, faculty, and student work. Small, open display spaces across from the gallery are also used to exhibit student work.



Program Requirements

At the end of the first year, the student, in consultation with art faculty and the Career Development Office, will define a specific goal for continued study. This plan of study will include a statement of purpose and a set of art courses to be taken, as well as liberal art and business courses that will support his or her goals.

The individual student plan of study will be reviewed and approved by the student's faculty advisor, art department chair, and the VPAA no later than the beginning of the fourth semester or completion of 45 hours of undergraduate study.

Career Potential & Employment Outlook

A student who has completed the Integrated Arts program will have knowledge and skills that grant mobility and flexibility in the art world. A student will tailor program content to individual career goals, designing a curriculum to prepare for employment in a chosen field within the arts. Also, a graduate is well prepared to continue study in a graduate program in fine arts or other interdisciplinary art program.

Positions in a variety of art related fields would be addressed by participation in the program. The potential for jobs within the art world is significant. Some examples are advertising artist, storyboard artist, educator, film/video animator, web designer, interactive media designer, art director, creative director, publisher, entrepreneur/business owner, illustrator, multimedia designer, graphic designer, curator, freelance artist, freelance photographer, art conservator, gallery director, museum administrator, fine artist, fashion designer, textile designer, and publication/print media designer

Curriculum Requirements

Bachelor of Fine Arts (B.F.A.) in Integrated Arts

FIRST YEAR

FALL		CREDITS	SPRING		CREDITS
ART 101	Two Dimensional Design	3	ART 103	Color Theory	3
ART 104	Drawing I	3	ART 204	History of Art II	3
ART 203	History of Art I	3	ART ____	Art Elective	3
ART ____	Art Elective	3	ART ____	Art Elective	3
ENG 101	English Composition	3	ENG 102	Introduction to Literature	3
IDS 106	First-Year Seminar	1			

SECOND YEAR

ART ____	Art Elective	3	ART ____	Art Elective	3
ART ____	Art Elective	3	____ ____	Art History Elective*	3
BUS 232	Principles of Marketing	3	BUS 211	Principles of Advertising	3
PSY 101	General Psychology	3	____ ____	Math/Science Elective	3
RST ____	Religious Studies Elective	3	PHO 201	Photo Imaging & Design	3

THIRD YEAR

ART ____	Art Elective	3	ART ____	Art Elective	3
ART ____	Art Elective	3	BUS ____	Business Elective	3
ENG 221	Intro. to Creative Writing	3	GRA 240	Web Design	3
____ ____	General Elective	3	____ ____	Liberal Arts Elective	
____ ____	Liberal Arts Elective	3	RST ____	Religious Studies Elective	

FOURTH YEAR

ART 401	Senior Pre-Thesis	3	ART 402	Senior Thesis	3
ART 409	Internship	3	ART ____	Art Elective	3
ART ____	Art Elective	3	ART ____	Art Elective	3
ART ____	Art History Elective*	3	____ ____	General Elective	3
PHI ____	Philosophy Elective	3	____ ____	Liberal Arts Elective	3

*Art History Electives include: ANM 103 His. of Animation, FDM 103 His. of Fashion Design, PHO 105 His. of Photography, IND 205 His. of Interior Design, GRA 301 His. of Graphic Design

Interior Design

BACHELOR OF FINE ARTS (B.F.A.)

Program Description

The professional interior designer is qualified by education, experience, and examination to enhance the function and quality of interior spaces. The Interior Design program stresses space planning and sustainable design, as well as the development of advanced graphic and verbal communication skills needed to express visual ideas. Students use drawing, drafting, rendering, and modeling skills and computer-aided design (CAD) equipment at all levels to explore and communicate increasingly complex design issues. In Interior Design studio courses, students are prepared to create safe, functional, and attractive environments for homes, workplaces, and users in the education, healthcare, hospitality, and recreation markets addressing universal design principles and sustainability. Required internships complement classroom learning and help to bridge the gap between education and practice. Students graduate prepared to meet the demands of the design profession and also the academic rigors of continued higher education.

Accreditation

The Interior Design B.F.A. program is accredited by the Council for Interior Design Accreditation (CIDA).

Program Facilities

Interior Design has two computer studios equipped with drawing tables, state-of-the-art computers, scanners, printers and large format plotters as well as a drawing studio including a Diazo blue print machine. Software includes AutoCad, Revit, Google SketchUp, Photoshop, InDesign, Illustrator, and others necessary to prepare quality, industry standard presentations. The Interior Design Resource Room is exclusively dedicated to Interior Design students and includes a working library of materials, surface samples and textiles, together with many other design resources. In addition, the space can be used as a workroom and includes a large screen television, computers, scanner, printers, plotter, blue print machine, cutting surfaces, drawing surface, mat cutting equipment and much more. The Art Shop is a specialized facility housing a wood-working shop used for various studio and furniture design projects. The shop is equipped with quality power and hand tools such as table saws, band saws, planers, drill press, power sanders and other professional grade equipment.

Program Requirements

Students must earn a grade of C+ or above for successful completion of all IND courses. Students must maintain the educational standards set by the CIDA. Interior Design majors only.

Career Potential & Employment Outlook

With the fast pace of change in business and industry, demand for interior designers in planning and remodeling will continue to increase. According to the Bureau of Labor Statistics, employment of interior designers is expected to grow 19% from 2008 through 2018, which is faster than the average for all occupations. Designers with formal training or experience in green or energy efficient design in particular, are expected to have better job prospects.

Graduates of the baccalaureate degree program are prepared for positions as interior designers in most markets, including specialized areas such as healthcare, hospitality, commercial design and residential design, with an emphasis on aging-in-place and universal design. Specialized areas such as kitchen and bath design are growing in response to the growing demand for home remodeling.

Curriculum Requirements

Bachelor of Fine Arts (B.F.A.) in Interior Design

FIRST YEAR

FALL		CREDITS	FALL		CREDITS
ART 101	Two Dimensional Design	3	ENG 102	Introduction to Literature	3
ART 104	Drawing I	3	IND 110	Interior Design Studio I	3
ENG 101	English Composition	3	IND 115	CAD I	2
IDS 106	First-Year Seminar	1	IND 102	Introduction to Interior Design II	3
IND 101	Introduction to Interior Design I	3	IND 205	History of Interior Architecture	3
RST ____	Religious Studies Elective	3	IND 225	Technology and Design	3

SECOND YEAR

ARC 121	Introduction to Arch. OR		ARC 122	Environ., Behavior & Design OR	
____ ____	Fine Arts Elective OR IND 308	3	____ ____	Social Science Elective	3
IND 207	Materials and Surfaces	3	IND 209	Sophomore Internship OR	
IND 208	Construction & Building Systems	3	____ ____	General Elective	3
IND 210	Interior Design Studio 2	3	IND 211	Interior Design Studio 3	3
IND 212	Kitchen & Bath Design	3	IND 216	CAD 3	2
IND 215	CAD 2	2	MAT 122	Pre Calculus Mathematics	3
			PHI ____	Philosophy Elective	3

THIRD YEAR

____ ____	General Elective OR		____ ____	General Elective OR	
	ARC 231, OR IND 308	3		ARC 234; OR IND 308	3
IND 303	Furniture Design	3	ENG ____	English Elective	3
IND 310	Interior Design Studio 4	5	IND 307	Intro to Lighting and Acoustics	3
PHY 101	General Physics I	3	IND 311	Interior Design Studio 5	5
SOC 201	Cultural Diversity	3	IND 306	Safety & Accessibility	3

FOURTH YEAR

IND 415	Portfolio Design	3	IND 406	Professional Practices	3
IND 408	Structures for Interior Architecture	3	IND 409	Senior Internship	3
IND 410	Interior Design Studio 6	5	IND 414	Thesis Design	5
IND 412	Thesis Pre-Design	3	____ ____	Liberal Arts Elective	3

Villa Maria College reserves the right to retain or recall student projects for the purpose of exhibition or accreditation.

Students must include either ART 203 History of Art I or Art 204 History of Art II as a Fine Art or General Elective.

Interior Design Assistant

ASSOCIATE IN APPLIED SCIENCE (A.A.S.)

Program Description

To become a Certified Interior Designer in the State of New York and in many other jurisdictions, individuals must have a minimum of two years of college-level interior design education. The Associate in Applied Science degree program satisfies this educational requirement. All credits required for the A.A.S. degree may be applied to the B.F.A. program upon acceptance as a transfer student into that program. The Interior Design Assistant program stresses space planning and sustainable design, as well as the development of graphic and verbal communication skills needed to express visual ideas. Students use drawing, drafting, rendering, and modeling skills and computer-aided design (CAD) equipment to explore and communicate design issues. In Interior Design studio courses, students are prepared to create safe, functional, and attractive environments for homes and workplaces.

Program Facilities

Interior Design has two computer studios equipped with drawing tables, state-of-the-art computers, scanners, printers and large format plotters, as well as a drawing studio including a Diazo blue print machine. Software includes AutoCad, Revit, Google SketchUp, Photoshop, InDesign, Illustrator, and others necessary to prepare quality, industry standard presentations. The Interior Design Resource Room is exclusively dedicated to Interior Design students and includes a working library of materials, surface samples and textiles, together with many other design resources. In addition, the space can be used as a workroom and includes a large screen television, computers, scanner, printers, plotter, blue print machine, cutting surfaces, drawing surface, mat cutting equipment and much more. The Art Shop is a specialized facility housing a wood-working shop used for various studio projects. The shop is equipped with quality power and hand tools such as table saws, band saws, planers, drill press, power sanders and other professional grade equipment.

Program Requirements

Students must earn a grade of C+ or above for successful completion of all IND courses. Interior Design Assistant majors only.

Career Potential & Employment Outlook

Designers with formal training or experience in sustainable design in particular, are expected to have better job prospects. Career opportunities will grow with an increased interest in home remodeling to accommodate an aging population. Graduates of the associate degree program qualify for entry-level positions such as assistant interior designers in areas of residential and commercial design, CAD operators, renderers, or home furnishings design associates.

Curriculum Requirements

Associate in Applied Science (A.A.S.) in Interior Design Assistant

FIRST YEAR

FALL		CREDITS	SPRING		CREDITS
ART 101	Two Dimensional Design	3	ENG 102	Introduction to Literature	3
ART 104	Drawing I	3	IND 110	Interior Design Studio I	3
ENG 101	English Composition	3	IND 115	CAD I	2
IDS 106	First-Year Seminar	1	IND 102	Introduction to Interior Design II	3
IND 101	Introduction to Interior Design I	3	IND 205	History of Interior Architecture	3
RST ____	Religious Studies Elective	3	IND 225	Technology and Design	3

SECOND YEAR

ARC 121	Introduction to Arch. OR		ARC 122	Environ., Behavior & Design OR	
____ ____	Fine Arts Elective OR IND 308	3	____ ____	Social Science Elective	3
IND 207	Materials and Surfaces	3	IND 209	Sophomore Internship	3
IND 208	Construction & Building Systems	3	IND 211	Interior Design Studio 3	3
IND 210	Interior Design Studio 2	3	IND 216	CAD 3	2
IND 212	Kitchen & Bath Design	3	MAT ____	Mathematics Elective	3
IND 215	CAD 2	2	PHI ____	Philosophy Elective	3

Villa Maria College reserves the right to retain or recall student projects for the purpose of exhibition or accreditation.



Historic Preservation

Certificate

Description

The Historic Preservation/Restoration Certificate Program offers students an opportunity to study basic topics in the preservation and restoration of historic buildings and sites. The goal of the program is to give students the ability to recognize, analyze and effectively communicate ethical strategies to solve preservation and restoration problems. Students complete a 15-credit core of course work emphasizing: design history and theories of, and practical techniques in, historic preservation and restoration of sites. The courses and credits comprising the Certificate requirements are fully applicable towards the College's currently offered B.F.A. degree program in Interior Design.

Educational and career objectives:

Graduates of the Certificate Program in Historical Preservation/Restoration should be able to:

- Integrate the theoretical and historical bases of preservation and restoration with practical design principles into a unified set of skills that is applicable to preservation and restoration problems;
- Apply knowledge of American architectural, art and design history to problems and issues of historic preservation and restoration;
- Research and document historic sites;
- Apply historic preservation standards, regulations and techniques to specific sites;
- Apply historic restoration techniques to specific sites; and communicate historic preservation and restoration values to the general public.

Curriculum Requirements

COURSE	CREDITS
IND 101 Introduction to Interior Design 1	3
IND 205 History of Interior Architecture	3
IND 208 Construction and Building Systems	3
IND 235 Introduction to Fused and Leaded Glass	3
IND 308 Historic Preservation/Restoration	3
Total Credits	15



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Photography

Bachelor of Fine Arts (B.F.A.)

Program Description

The Bachelor of Fine Arts in Photography program develops technical skills and artistic expression. Students learn studio lighting skills, darkroom techniques, and how to shoot with digital SLR cameras, 35mm film, and large format cameras. While digital technology is the main component of the curriculum, analog and chemical based processes are also explored. Class instruction and student access is provided in the Art Department's Apple Macintosh based digital imaging labs, lighting studio, and darkrooms. Through the History of Art and History of Photography courses, students develop an understanding of the context of contemporary and historical photography, engage in the critical analysis of art, and recognize conceptual practices. Students who graduate with a B.F.A. have a broad range of skills including photographic theory and criticism, photojournalism, an expanded level of studio lighting and digital skills, and a strongly developed individual photographic style and portfolio. Students will have a solo exhibition of their work at a gallery as a capstone of their senior year.

Program Facilities

Within the photography program, students will have access to a variety of lighting studios, film processing and print mounting, darkrooms and computer labs. Two digital labs are equipped with state-of-the-art Macintosh computers, printing images from 14-24 inches wide and large format film scanners and flatbed scanners. Three darkrooms are tailored to different image processes. The large black and white darkroom has 15 enlarger stations conducive to printing up to medium format negatives. There is a darkroom for developing large format negatives and for alternative processes. The darkrooms have a superior ventilation system conducive to working with all chemicals. The photography lighting studio is a large open space used to create and set up a variety of subjects. It is fashioned with various backdrops and lighting equipment including strobe units to create professional photographs. A workspace is also provided for students to finish their work including mounting and framing.

Program Requirements

Students must earn a grade of C or above for successful completion of all photography courses. Photography majors and minors only.

Career Potential & Employment Outlook

Students who graduate with a B.F.A. have a broad range of skills including photographic theory and criticism, photojournalism, expanded high level of studio lighting and digital skills, and a strongly developed individual photographic style. Students will be prepared for careers such as opening their own professional photographic studio and working in many facets of the field including fine art, commercial, advertising, studio, wedding, sports, stock, photojournalism, portrait and fashion photography.

Graduates usually enter the job market at entry-level positions and move up the career ladder as their skills and experience increase. Fine Art photographers with exceptional ability may gain recognition for their work and exhibit in galleries. Some move into supervisory positions and/or open their own studios. Graduates may begin by freelancing. Information from the Bureau of Labor Statistics identifies photography as a competitive field, and identify that employment of photographers is expected to increase about as fast as the average for all occupations through 2018.

Curriculum Requirements

Bachelor of Fine Arts (B.F.A.) in Photography

FIRST YEAR

FALL		CREDITS	SPRING		CREDITS
ART 101	Two Dimensional Design	3	ART 103	Color Theory	3
ART 104	Drawing I	3	ART 204	History of Art II	3
ENG 101	English Composition	3	ENG 102	Introduction to Literature	3
IDS 106	First Year Seminar	1	PHO 103	Color Photography	3
PHO 101	Introduction to Photography	3	PHO 201	Photo Imaging and Design	3
PHO 105	History of Photography	3			

SECOND YEAR

PHO 102	Intermediate Photography	3	GRA 240	Web Design	
PHO 104	View Camera Techniques	3	___ ___	Natural Science Elective	3/4
PHO 207	Professional Practices and Advanced Processes	3	PHI ___	Philosophy Elective	3
PSY 101	General Psychology	3	PHO 209	Sophomore Internship OR	
RST ___	Religious Studies Elective	3	___ ___	Art Elective	3
			PHO 202	Studio Lighting	3

THIRD YEAR

ART 203	History of Art I	3	BUS 211	Principles of Advertising	3
BUS 232	Principles of Marketing	3	ENG 249	Introduction to Journalism	3
PHO 301	Advanced Digital Imaging	3	PHO 304	Documentary Photography and Photo Journalism	3
PHO 303	Advanced Studio Photography	3	___ ___	Art Elective	3
___ ___	Liberal Arts Elective	3	___ ___	Liberal Arts Elective	3

FOURTH YEAR

PHO 307	Contemporary Photography	3	ART 405	Contemporary Art	3
PHO 401	Senior Seminar	3	PHO 402	Senior Thesis	6
PHO 445	Special Topics	3	PHO 409	Senior Internship	3
___ ___	Art Elective	3	___ ___	Art Elective	3
___ ___	Liberal Arts Elective	3			

Photography students are required to create an electronic portfolio of selected examples of their work.

Photography

ASSOCIATE IN APPLIED SCIENCE (A.A.S.)

Program Description

The Associate in Applied Science Degree in Photography at Villa Maria College serves a dual purpose: to provide students with a commercial and a fine art approach to photography. This approach allows the student to gain an entry-level position within a number of career choices in the field as well as have a strong foundation of photographic skills. Course work includes a balance of photography and design with a liberal arts core. Included in the curriculum is a professional practice course where students learn the skills needed to pursue their career, develop their portfolio, and market themselves. In the final semester the student participates in a valuable internship experience with professionals in their field. Many students gain full time employment from this meaningful real world work experience. Villa Maria College students have won many contests and competitions with their extraordinary work and they continue to do so every year. Students also will exhibit their work in Villa's on-campus gallery and participate in a variety of external exhibitions. The associate degree curriculum is embedded into the Bachelor of Fine Arts curriculum, allowing students to move seamlessly into the baccalaureate degree program following successful completion of the associate degree.

Program Facilities

Within the photography program, students will have access to a variety of lighting studios, film processing and print mounting, darkrooms and computer labs. Two digital labs are equipped with state-of-the-art Macintosh computers, printing images from 14-24 inches wide and large format film scanners and flatbed scanners. Three darkrooms are tailored to different image processes. The large black and white darkroom has 15 enlarger stations conducive to printing up to medium format negatives. There is a darkroom for developing large format negatives and for alternative processes. The darkrooms have a superior ventilation system conducive to working with all chemicals. The photography lighting studio is a large open space used to create and set up a variety of subjects. It is fashioned with various backdrops and lighting equipment including strobe units to create professional photographs. A workspace is also provided for students to finish their work including mounting and framing.

Program Requirements

Students must earn a grade of C or above for successful completion of all photography courses. Photography majors and minors only.

Career Potential & Employment Outlook

With the Associate in Applied Science Degree students are well prepared with the fundamental skills in photography for entry level positions such as photographer's assistants, freelance photographers, gallery assistants, and digital photo editing/retouching.



Curriculum Requirements

Associate in Applied Science (A.A.S.) in Photography

FIRST YEAR

FALL		CREDITS	SPRING		CREDITS
ART 101	Two Dimensional Design	3	ART 103	Color Theory	3
ART 104	Drawing I	3	ART 204	History of Art II	3
ENG 101	English Composition	3	ENG 102	Introduction to Literature	3
IDS 106	First Year Seminar	1	PHO 103	Color Photography	3
PHO 101	Intro to Photography	3	PHO 201	Photo Imaging and Design	3
PHO 105	History of Photography	3			

SECOND YEAR

PHO 102	Intermediate Photography	3	_____	Art Elective	3
PHO 104	View Camera Techniques	3	_____	Natural Science Elective	3/4
PHO 207	Professional Practices and Advanced Processes	3	PHI ____	Philosophy Elective	3
PSY 101	General Psychology	3	PHO 209	Internship	3
RST ____	Religious Studies Elective	3	PHO 202	Studio Lighting	3

Photography students are required to create an electronic portfolio of selected examples of their work.

Photography Minor

Photography Minor/NON-ART MAJORS

ART 101	Two Dimensional Design
PHO 101	Introduction to Photography
PHO 102	Intermediate Photography
PHO 103	Color Photography
PHO 201	Photo Imaging and Design
PHO ____	Photo elective from the list below

Photo electives:

PHO 104	View Camera
PHO 105	History of Photography
PHO 202	Studio Lighting

Photography Minor/ART MAJORS

PHO 101	Introduction to Photography*
PHO 102	Intermediate Photography
PHO 103	Color Photography
PHO 105	History of Photography
PHO 201	Photo Imaging and Design*
PHO 202	Studio Lighting

*If these courses are part of your major course of study, they will not be counted toward a Minor. PHO 104 View Camera, will need to be substituted for the course that is part of your major.

A minor is a minimum of 6 courses (18 credits). To choose a minor course of study, a student must submit a Declaration of Minor form with the Registrar's Office at least one year prior to expected graduation.

A student must complete necessary pre-requisites and meet minimum grades for all minor courses. Completing a minor may require a student to take more than the minimum number of credits necessary to earn an undergraduate degree in order to complete the minor.





HEALTH, EDUCATION, AND BUSINESS DEPARTMENT

Department Chair - Todd Baker, Professor

Business Administration

ASSOCIATE IN APPLIED SCIENCE (A.A.S.)

Program Description

The Associate in Applied Science Degree program in Business Administration develops students who are knowledgeable, professional, and prepared with core business principles including accounting, economics, management, marketing, human resources, and law. The acquisition of business knowledge and the critical thinking skills used in strategic decision making are emphasized. The goal of the program is to provide students the opportunity to identify, interpret and persuasively communicate recommendations that take advantage of their business knowledge. The broad exposure to multiple disciplines prepares students for entry-level employment and/or preparation for a bachelor's degree program.

Career Potential & Employment Outlook

Graduates with associate degrees in business are employed in entry-level positions in banks, insurance agencies, discount and food chains, sales and marketing firms, and real estate organizations. Positions include retail buyers, advertising, sales, human resources, public relations personnel, and telemarketers. Students interested in accounting, finance, management or marketing are encouraged to complete a four-year degree. Most managerial or administrative positions require a bachelor degree. Villa Maria College maintains articulation agreements for associate business graduates with four-year institutions in Western New York.

Curriculum Requirements

Associate in Applied Science (A.A.S.) in Business Administration

FIRST YEAR

FALL		CREDITS	SPRING		CREDITS
BUS 203	Financial Accounting	3	BUS 206	Managerial Accounting	3
BUS 114	Introduction to Business	3	BUS 250	Principles of Management	3
ECO 102	Principles of Microeconomics	3	ENG 102	Introduction to Literature	3
ENG 101	English Composition	3	_____	General Elective	
IDS 106	First Year Seminar	1	MAT 112	Probability & Statistics *	3
_____	Liberal Arts Elective	3			

SECOND YEAR

BUS 232	Principles of Marketing	3	BUS 207	Financial Management	3
BUS 208	Intro to Human Resources Management	3	BUS 251	Business Law	3
RST ____	Religious Studies Elective	3	_____	Philosophy Elective	3
_____	General Elective	3	_____	General Elective	3
_____	General Elective	3	_____	General Elective	3

*Students who need a preparatory mathematics course before taking MAT 112 must use the Liberal Arts elective for that preparatory course.



EDUCATION

Program Facilities

The Education Program has a specialized Education Resource Room with computers, a scanner printer, laminator and a variety of teaching materials to prepare lessons, projects or to participate in study groups. The Villa Maria College Library's Children's Book Collection is the largest in Western New York. Included in the collection are a variety of multicultural authors and illustrators.

Early Childhood Education

ASSOCIATE IN APPLIED SCIENCE (A.A.S.)

This program will not be accepting new students as of spring 2012.

Program Description

The Early Childhood Education Program provides students with the theoretical knowledge and practical techniques to teach children in an early childhood setting. The program is directed toward individuals who enjoy working with young children. Specific training allows graduates to work as a head teacher or teacher assistant in an early childhood education program, seek employment involving exceptional children, or direct a child care center. Graduates meet requirements for the New York State Association for the Education of Young Children's Director Credential and Early Care and Education Credential (NYSAEYC), and are able to take the New York State Teacher Assistant certification exam.

Career Potential & Employment Outlook

Employment of Early Childhood Education Teachers is projected to increase by 18% between 2006 and 2016, faster than average for all occupations. A rise in enrollment in private and universal preschools is likely as the value of learning in the early years becomes widely accepted.

A wide variety of full-time and part-time jobs exists for persons at all levels of experience. Graduates will find numerous entry-level positions as head teachers, teacher assistants, group teachers, exceptional child assistant teachers, social service assistants, and playground and camp supervisors, or teacher assistant positions in public elementary schools. Graduates may also transfer to four-year programs in early childhood education, childhood education, exceptional education or social work. After completing course work at Villa Maria College, some graduates have opened daycare centers and nursery schools.

Curriculum Requirements

Associate in Applied Science (A.A.S.) in Early Childhood Education

FIRST YEAR

FALL		CREDITS	SPRING		CREDITS
EDU 101	Methods and Materials for Teaching	3	EDU 102	Foundations of Education	3
EDU 103	Child Growth & Development	3	EDU 106	Methods in Health, Safety and Nutrition for the Young Child	1
ENG 101	English Composition	3	EDU 109	Internship I	3
IDS 106	First-Year Seminar	1	EDU 207	Literacy and Language Arts	3
_____	Social Science Elective *	1	EDU 222	Infant & Toddler Curriculum & Methods	3
RST _____	Religious Studies Elective	3	ENG 102	Introduction to Literature	3

SECOND YEAR

ASL 101	Introduction to American Sign Language I	3	ASL 102	Introduction to American Sign Language II	3
EDU 201	Child and Adolescent Literature	3	EDU 215	Administration of Early Childhood Programs	3
EDU 209	Internship II	3	EDU 227	Education and the Urban Community	3
EDU 211	Nature & Needs of the Exceptional Learner	3	_____	Nat. Sci./Math Elective	3/4
_____	Fine Art Elective	3	_____	Philosophy Elective	3
ENG 114	Oral Communication	1			

*Social Science Elective: Select from PSY 101 General Psychology, SOC 101 Principles of Sociology, or SOC 201 Cultural Diversity.



Education Studies

ASSOCIATE IN SCIENCE (A.S.)

This program will not be accepting new students as of spring 2012.

Program Description

The Education Studies program is designed for students to transfer to baccalaureate programs in childhood education (1-6). Upon completion of program requirements, graduates are able to take the New York State Teacher Assistant Certification examination. The curriculum incorporates liberal arts courses with a foundation of education courses.

Career Potential & Employment Outlook

Employment of school teachers is expected to grow by 12% between 2006 and 2016, about as fast as average for all occupations. Job opportunities are likely to be better in inner cities and rural areas than suburban districts.

The Education Studies program is primarily a transfer program. Students transferring can major in a variety of education programs including childhood education or special education. Upon completion of the Education Studies program requirements, graduates are able to take the New York State Teacher Assistant Certification Examination. Upon passing the exam, students will be eligible to enter the profession as a New York State certified Teacher Assistant or transfer to a baccalaureate program.



Curriculum Requirements

Associate in Science (A.S.) in Education Studies

FIRST YEAR

FALL		CREDITS	SPRING		CREDITS
EDU 103	Child Growth and Development	3	EDU 102	Foundations of Education	3
ENG 101	English Composition	3	EDU 211	Nature and Needs of the Exceptional Learner	3
IDS 106	First-Year Seminar	1	----	General Elective	3
----	Natural Science/Math Elective	3	----	Social Science Elective	3
RST ----	Religious Studies Elective	3	ENG 102	Introduction to Literature	3
----	General Elective	3	ENG 114	Oral Communication	1

SECOND YEAR

ASL 101	Introduction to American Sign Language I	3	ASL 102	Introduction to American Sign Language II	3
EDU 201	Child and Adolescent Literature	3	EDU 227	Education and the Urban Community	3
----	General Elective	3	----	General Elective	3
----	Nat. Sci. Elective w/Lab	4	----	Philosophy Elective	3
----	Fine Art Elective	3	SOC 201	Cultural Diversity	3



Natural Sciences

ASSOCIATE IN ARTS (A.A.)

Program Description

The Liberal Arts Natural Sciences program prepares students for transfer to four-year programs in the sciences. The goals of the program are to provide students with the quantitative literacy needed for an understanding of their disciplines and society at large; to provide students with an understanding of basic scientific theories and the impact of those theories on society; to train students to use the scientific method for the study of appropriate problems; and to engender in students an appreciation for the history of science and the contributions to science by diverse individuals. Natural Sciences provides an excellent foundation for students interested in the health profession.

Career Potential & Employment Outlook

According to the Occupational Outlook Handbook (2011-2012 edition), health science workers can expect better-than-average employment opportunities over the next several years, for example employment of physician assistants is expected to grow 39% from 2008 to 2018. Employment of clinical lab workers (medical technicians) is expected to grow 14% between 2008 and 2018.

Curriculum Requirements

Associate in Arts (A.A.) in Natural Sciences

FIRST YEAR

FALL	CREDITS	SPRING	CREDITS
CHE 101	General Chemistry I & Lab OR	CHE 102	General Chemistry II & Lab OR
PHY 101	General Physics I & Lab 4	PHY 102	General Physics II & Lab 4
ENG 101	English Composition 3	ENG 102	Introduction to Literature 3
IDS 106	First Year Seminar 1	MAT 112	Probability and Statistics 3
MAT 111	College Algebra 3	___ ___	Fine Art Elective 3
PSY 101	General Psychology 3	___ ___	Social Science Elective 3
___ ___	Religious Studies Elective 3		

SECOND YEAR

BIO 151	General Biology & Lab OR	BIO 202	Microbiology & Lab OR
BIO 103	Anatomy and Physiology I & Lab 4	BIO 104	Anatomy and Physiology II & Lab 4
MAT 121	Advanced Algebra 3	MAT 122	Pre-Calculus 3
___ ___	Liberal Arts Elective 3	___ ___	Natural Science Elective 3
___ ___	Natural Science Elective 3	___ ___	Liberal Arts Elective 3
___ ___	Philosophy Elective 3		



Physical Therapist Assistant

ASSOCIATE IN APPLIED SCIENCE (A.A.S.)

Program Description

Physical therapist assistants are skilled health care providers who work under the supervision of licensed physical therapists. They teach patients exercise routines and rehabilitation activities, assist in treatment programs as well as with clinic and equipment preparation, and report to the physical therapist on the progress of patients.

The Physical Therapist Assistant (PTA) program prepares students to enter a variety of health care settings including hospitals, private practices, community health centers, nursing homes, sports facilities, rehabilitation centers, and pediatric centers. Students learn professional competencies in courses to prepare them to work as PTAs in clinical settings. Two part-time and two full-time internships allow students to gain hands-on experience in the field of physical therapy. In addition to courses in their major, students complete a core of liberal arts courses.

Accreditation

The Physical Therapist Assistant Program at Villa Maria College is accredited by the Commission on Accreditation in Physical Therapy Education (CAPTE), 1111 North Fairfax Street, Alexandria, Virginia 22314; telephone: (703) 706-3245; email: accreditation@apta.org; website: www.capteonline.org.

Program Facilities

The PTA Program has dedicated laboratory space to provide students the opportunity to practice clinical skills, including patient assessment and treatment techniques. Laboratory equipment includes gait devices, exercise equipment, and state-of-the-art physical agents (electrical stimulation, ultrasound, laser, traction, biofeedback, diathermy, and compression). The PTA Program engages students in practice at the adjacent Felician Sisters Blessed Angela Care Center, practicing skills with the residents of this assisted living and long term care facility.

Program Requirements

- Students must have a high school average of 85% or higher, or a cumulative college GPA of 2.8 or higher to be accepted into the PTA Program. Students must have completed high school Biology and Chemistry OR Physics (Physics preferred). Candidates are required to interview with a PTA faculty member; volunteer work in a health care setting is strongly encouraged.
- Students are required to attain a grade of C+ or better in all PTA courses. If students fail to achieve a grade of C+, they may re-take that course. A student may only retake one PTA course before dismissal from the program.
- Students must achieve a grade of C or higher in BIO 103 and BIO 104 (Anatomy and Physiology and Laboratory). Credit for Anatomy and Physiology courses will be awarded if completed within the last five years.

- Students must have an annual physical exam, PPD or Mantoux test for TB, and have Hepatitis B immunization or a signed waiver of immunization prior to placement in clinical internship.
- Students must be CPR certified prior to placement in clinical internships. The PTA program provides a CPR course for students on a yearly basis. Students are responsible for fees for this course.
- Students must be members of the American Physical Therapy Association (APTA). Fees for membership are included in course fees for PTA 105 and PTA 205.

Career Potential & Employment Outlook

The Bureau of Labor Statistics indicates employment of physical therapist assistants is expected to increase 46 percent from 2010 to 2020, much faster than the average for all occupations. Demand for physical therapy services is expected to increase in response to the healthcare needs of a growing elderly population. Physical Therapist Assistants (PTA) work with physical therapists in hospitals, offices, rehabilitation centers and other clinical settings. Due to the aging population and medical and technological improvements that enable people to live longer and recover from traumatic injury, the number of people who require these services will increase.

Curriculum Requirements

Associate in Applied Science (A.A.S.) in Physical Therapist Assistant

FIRST YEAR					
FALL		CREDITS	SPRING		CREDITS
BIO 103	Human Anatomy & Physiology I & Lab	4	BIO 104	Human Anatomy & Physiology II & Lab	4
ENG 101	English Composition	3	ENG 102	Introduction to Literature	3
IDS 106	First Year Seminar	1	PTA 106	Principles of Exercise	2
PSY 101	General Psychology	3	PTA 108	Physical Agents	3
PTA 104	Introduction to PTA	2	PTA 109	Physical Therapist Assistant Internship I and Seminar	2
PTA 105	Patient Care Skills	3	PTA 112	Kinesiology	3
			----	Fine Art Elective	3
SECOND YEAR					
PSY 203	Developmental Psychology	3	PTA 207	Clinical Neurology	4
PTA 205	Clinical Orthopedics	3	PTA 215	PTA Capstone	3
PTA 206	Clinical Cardio-Pulmonary and Integumentary Skills	2	PTA 219	Physical Therapist Assistant Internship III	4
PTA 209	Physical Therapist Assistant Internship II & Seminar	3	PTA 229	Physical Therapist Assistant Internship IV	4
PTA 212	Pathology	2			
----	Philosophy Elective	3			
----	Religious Studies Elective	3			

Students must demonstrate proficiency in mathematics equivalent to MAT 111 College Algebra. Students who place into MAT 111 must successfully complete that course prior to PTA 112-Kinesiology. Students who require MAT 111 or have no transfer credits will be advised to enroll in at least one course in the summer between freshman and sophomore year.



LIBERAL ARTS DEPARTMENT

Interim Department Chair - Elizabeth K. Battaglia, Assistant Professor

Program Description

The Liberal Arts programs allow students the freedom to construct individualized programs of study with a strong foundation in the humanities and social sciences. Whether students choose the General Studies, Humanities, or Social Sciences concentrations, they can select from a variety of electives in diverse academic areas to create an associate-degree program tailored to their interests and long-term goals. The curriculum emphasizes critical thinking, clear writing, persuasive speaking, cultural diversity, and information literacy skills so that students graduate with a well-rounded education and the ability to solve problems successfully. Throughout their experience in the program, students will receive intensive personalized attention from instructors and advisors who work collaboratively with students to ensure academic success.

Career Potential & Employment Outlook

The Liberal Arts programs are constructed to facilitate successful transfer into baccalaureate programs in a number of fields. Employment opportunities for Liberal Arts students exist in every type of organization. Many employers select Liberal Arts graduates because they possess the critical thinking skills needed to thrive in any industry, which makes the Liberal Arts a smart choice for students who desire flexible career options.

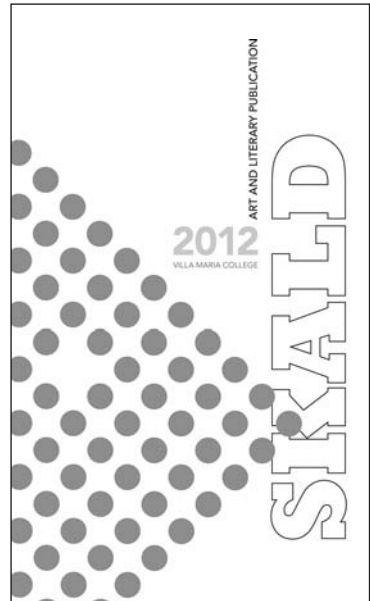
Creative Writing and Literature

BACHELOR OF ARTS (B.A.)

Program Description

The Creative Writing and Literature program at Villa Maria College offers students the opportunity to develop and refine their writing, communication, and analytical skills through intensive study of the English language and its literature and extensive instruction in writing, research, and creative expression. Focusing on literature and writing as significantly linked processes, the program instructs students in writing successfully in a variety of genres and within a diverse array of rhetorical contexts, while also developing a writing style that fits their individual needs of self-discovery and expression. Students interested in writing poetry or fiction, features or blogging, essays or autobiographies, benefit from concentrated, individualized instruction from faculty and from participation in a supportive College-wide writing community.

Students in the program aid in developing and publishing SKALD, Villa's nationally recognized creative arts magazine. They also participate in a number of student readings throughout each academic year, in addition to attending performances at the College by established authors as part of a regular writers' series. As a proud sponsor of Babel (an international literary author lecture series), hosted by the Just Buffalo Literary Center (the premier center for the literary arts in the Buffalo/Niagara region), the program enables students to attend readings and lectures by some of the most acclaimed contemporary writers from around the world.



Career Potential and Employment Outlook

The program views creativity as a key transferrable skill that is applicable to a wide range of careers. A special feature of the program is a local writer in residence from the Western New York literary community who comes each year to offer specialized courses and workshops, and to mentor students individually. The Writer in Residence program provides students the unique opportunity to receive personalized feedback on their work from a professional writer as well as to gain first-hand knowledge of the diverse career possibilities available for individuals with strong writing skills. Writing clearly, persuasively, and imaginatively and thinking critically are highly sought after skills in a number of career fields and for continued graduate study in most academic disciplines.

Curriculum Requirements

Bachelor of Arts in Creative Writing and Literature (B.A.)

FIRST YEAR

FALL		CREDITS	SPRING		CREDITS
ENG 101	English Composition	3	ENG 102	Introduction to Literature	3
-----	History Elective	3	ENG 221	Intro to Creative Writing	3
-----	Fine Arts Elective	3	-----	Fine Arts Elective	3
-----	Foreign Language I	3	-----	Foreign Language II	3
-----	Religious Studies Elective	3	-----	Social Science Elective	3
IDS 106	First Year Seminar	1			

SECOND YEAR

ENG ____	American Literature Elective	3	-----	General Elective	3
ENG 214	Public Speaking	3	SOC 201	Cultural Diversity	3
-----	Writing Workshop	3	-----	Writing Workshop	3
-----	Natural Science/Math Elect.	3/4	-----	Natural Science/Math Elect.	3
-----	General Elective	3	-----	General Elective	3

THIRD YEAR

ENG 322	British Literature	3	ENG 316	Contemp. World Literature	3
ENG 261	Adv Composition & Research	3	ENG ____	English Elective	3
-----	Philosophy or Rel Studies Elective	3	-----	Philosophy or Rel Studies Elective	3
-----	Philosophy of Art	3	-----	Fine Arts Elective	3
-----	General Elective	3	-----	History Elective	3

FOURTH YEAR

ENG 441	Creative Writing and Literature Intensive Study	3	ENG 451	Senior Thesis Seminar	3
ENG ____	English Elective	3	ENG ____	English Elective	3
ENG ____	English Elective	3	-----	General Elective	3
ENG ____	English Elective	3	-----	General Elective	3
-----	General Elective	3	-----	General Elective	3

General Studies in Liberal Arts

ASSOCIATE IN ARTS (A.A.)

Students wishing to transfer into the Liberal Arts General Studies concentration must do so before registering for the final semester of study.

Curriculum Requirements

Associate in Arts (A.A.) in Liberal Arts General Studies

FIRST YEAR					
FALL		CREDITS	SPRING		CREDITS
ENG 101	English Composition	3	ENG 102	Introduction to Literature	3
IDS 106	First-Year Seminar	1	ENG 214	Public Speaking	3
_____	Natural Science Elective*	4	_____	Concentration Elective	3
RST _____	Religious Studies Elective	3	_____	Concentration Elective	3
_____	Social Science Elective	3	_____	Natural Science Elective *	3
_____	General Elective	3			

SECOND YEAR					
_____	Concentration Elective	3	IDS 229	Liberal Arts Capstone	3
_____	Concentration Elective	3	_____	Concentration Elective	3
_____	Fine Arts Elective	3	_____	Concentration Elective	3
_____	Philosophy Elective	3	SOC 201	Cultural Diversity	3
_____	General Elective	3	_____	General Elective	3

* One laboratory course required

Concentration Electives (18 Credits): Determined in consultation with an academic advisor. Course selection is based upon the needs and interests of the students. It is the responsibility of students planning to transfer to carefully review program options with their academic advisors to insure course sequences meet requirements of the college or university to which they expect to transfer.

General Electives (9 Credit hours): Select electives appropriate to concentration and transfer requirements.

Curriculum Requirements

Associate in Arts (A.A.) in Liberal Arts Humanities

FIRST YEAR					
FALL		CREDITS	SPRING		CREDITS
_____	Foreign Language I	3	_____	Foreign Language II	3
ENG 101	English Composition	3	_____	Concentration Elective	3
IDS 106	First-Year Seminar	1	ENG 102	Introduction to Literature	3
_____	Religious Studies Elective	3	ENG 214	Public Speaking	3
_____	Social Science Elective	3	SOC 201	Cultural Diversity	3
_____	General Elective	3			

SECOND YEAR

_____	Concentration Elective	3	ENG ____	English Elective	3
ENG ____	English Elective	3	IDS 229	Liberal Arts Capstone	3
_____	Fine Arts Elective	3	_____	Natural Science Elective*	3
_____	Natural Science Elective*	4	_____	General Elective	3
_____	Philosophy Elective	3	_____	General Elective	3

* One laboratory course required

Concentration Electives (18 Credits): Determined in consultation with an academic advisor. Course selection is based upon the needs and interests of the student. It is the responsibility of students planning to transfer to carefully review program options with their academic advisors to insure course sequences meet requirements of the college or university to which they expect to transfer.

General Electives (9 Credit hours): Select electives appropriate to concentration and transfer requirements.

Curriculum Requirements

Associate in Arts (A.A.) in Liberal Arts Social Science

FIRST YEAR

FALL	CREDITS	SPRING	CREDITS	
ENG 101	English Composition	_____	Concentration Elective	3
_____	Natural Science Elective*	ENG 102	Introduction to Literature	3
_____	Religious Studies Elective	ENG 214	Public Speaking	3
_____	Social Science Elective	_____	Natural Science Elective *	4
IDS 106	First-Year Seminar	SOC 201	Cultural Diversity	3
_____	General Elective			3

SECOND YEAR

_____	Concentration Elective	3	HIS 202	United States History II	3
HIS 201	History of United States I	3	PSC 201	American Government	3
_____	Fine Arts Elective	3	IDS 229	Liberal Arts Capstone	3
_____	Philosophy Elective	3	_____	Concentration Elective	3
_____	General Elective	3	_____	General Elective	3

* One laboratory course required

Concentration Electives (18 Credits): 9 Credits of Social Science Electives that include courses in psychology, sociology, history, and economics.



MUSIC DEPARTMENT

Department Chair - Sister Mary Barbara Amrozowicz, Associate Professor

Program Facilities

The Music Department has special facilities for performance, practice, and recording.

A 168-seat recital hall is the primary performance space for concerts. This hall contains two Steinway concert grand pianos and a 2 manual Delaware pipe organ. The recital hall is wired to the adjacent recording studio for capturing both live and studio performances.

Two ensemble rooms contain electronic keyboards, a state-of-the-art sound system, guitar and bass amps, a piano and a variety of drums and other percussion instruments. These rooms are used for jazz, percussion, chorus and various other ensembles.

The music building contains fourteen acoustically-paneled practice rooms available for student use. Three of these rooms are available for practice with percussion and double bass. The other practice rooms are equipped with pianos.

The MIDI lab and recording studio each house cutting edge hardware and software including an iMac, Mbox, and MIDI keyboard controller at student workstations. Software programs including ProTools, Reason, and Garage Band are available at the workstations for students' use in creating their own musical projects. The recording studio control room contains state-of-the-art gear for engineering recording sessions and producing mastered recordings. The studio which is wired to the adjacent recital hall is equipped with a recording booth and a collection of microphones, instruments, and amplifiers used for recording projects.

Music

BACHELOR OF ARTS (B.A.)

Program Description

The Bachelor of Arts in Music degree program at Villa Maria College is a liberal arts degree program for students interested in music. The program provides students with a broad background which prepares them for entry into a wide variety of music careers as well as graduate study in music. The program emphasis is on integrating music theory, aural skills, and practical and technical competence critical to a musician. Students participate in on-campus and off-campus solo and ensemble performances. The program has a liberal arts framework to support students with the communication, critical thinking, information literacy, technology, and cultural diversity concepts required for professional and personal success. Candidates are required to audition on a selected instrument/voice and possess basic music theory and aural skills prior to admittance into the program.

Program Requirements

- Attain a minimum grade of C in all music courses.
- Fulfill recital seminar and concert attendance requirements.
- Complete all Music Department outcomes assessment activities.
- Pass all sections of the Keyboard Proficiency Exam.

Career Potential & Employment Outlook

The United States Bureau of Labor Statistics indicates a 10% increase in growth from 2010 to 2020 for employment of musicians, singers, and related careers. Increases in demand for musical performances are expected to lead to employment growth. Musicians work in a variety of capacities including ensembles, religious organizations, and directing, writing, and teaching.

The Music program prepares graduates for careers in professional performance, as well as music education, music therapy, and music libraries. The entertainment industry offers a multiple of music-related careers.

Registration for MUS 101 Music Theory I and MUS 103 Aural Skills I is dependent upon successful completion of the Music Theory and Aural Skills Placement Examinations with a grade of C or above. Students not successfully completing exams must register for MUS 099 Music Fundamentals and/or MUS 098 Fundamentals of Aural Skills (which are not applicable toward the degree). MUS 098 and 099 must be completed with a minimum grade of C or above. Students enrolled in MUS 098 must concurrently register for MUS 141 Choral Ensemble.

Registration for MUS 121 Applied Music Major I is dependent upon successful completion of an entrance audition. Students who do not successfully audition or who waive the audition must register for MUS 021 Preparatory Applied Music Major I (which is not applicable towards the degree) and re-audition for the following semester.

Curriculum Requirements

Bachelor of Arts (B.A.) in Music

FIRST YEAR

FALL		CREDITS	SPRING		CREDITS
MUS 101	Music Theory I	2	MUS 102	Music Theory II	2
MUS 103	Aural Skills I	1	MUS 104	Aural Skills II	1
MUS 113	Recital Seminar I	0	MUS 114	Recital Seminar II	0
MUS 121	Applied Music Major I	2	MUS 122	Applied Music Major II	2
MUS 131	Basic Keyboard Skills I OR		MUS 132	Basic Keyboard Skills II OR	
_____	Applied Music Minor I	1	_____	Applied Music Minor II	1
_____	Ensemble Elective I	.5	_____	Ensemble Elective II	.5
ENG 101	English Composition	3	ENG 102	Introduction to Literature	3
IDS 106	First-Year Seminar	1	PSY 101	General Psychology	3
FRE 101	Beginning College French I	3	FRE 102	Beginning College French II	3
SOC 101	Principles of Sociology	3			

SECOND YEAR

MUS 201	Music Theory III	2	MUS 202	Music Theory IV	2
MUS 203	Aural Skills III	1	MUS 204	Aural Skills IV	1
MUS 213	Recital Seminar III	0	MUS 214	Recital Seminar IV	0
MUS 221	Applied Music Major III	2	MUS 222	Applied Music Major IV	2
MUS 231	Basic Keyboard Skills III OR		MUS 232	Basic Keyboard Skills IV OR	
_____	Applied Music Minor III	1	_____	Applied Music Minor IV	1
_____	Ensemble Elective III	.5	_____	Ensemble Elective IV	.5
FRE 201	Intermediate French I	3	ENG ____	English Elective	3
_____	Fine Arts Elective	3	FRE 202	Intermediate French II	3
MUS 211	Music History I	3	MUS 212	Music History II	3

THIRD YEAR

MUS 313	Recital Seminar V	0	MUS 314	Recital Seminar VI	0
MUS 321	Applied Music Major V OR	2	MUS 322	Applied Music Major VI OR	2
_____	Applied Music Minor V	1	_____	Applied Music Minor VI	1
ENG ____	English Elective	3	_____	Religious Studies Elective	3
_____	Mathematics Elective	3	HIS ____	History Elective	3
HIS ____	History Elective	3	ENG ____	English Elective	3
_____	Music Elective	3/2	_____	Natural Science Elective and Lab	4
_____	Social Science Elective	3	_____	Ensemble Elective VI	.5
_____	Ensemble Elective V	.5			

FOURTH YEAR

MUS 413	Recital Seminar VII	0	MUS 414	Recital Seminar VIII	0
MUS 421	Applied Music Major VII OR	2	MUS ____	Music Elective	3/2
_____	Applied Music Minor VII	1	MUS 422	Applied Music Major VIII OR	2
ENG ____	English Elective	3	_____	Applied Music Minor VIII	1
_____	Natural Science Elective	3	MUS 411	Senior Project OR	
MUS ____	Music Elective	3/2	MUS 412	Senior Recital	3
PHI ____	Philosophy Elective	3	_____	Liberal Arts Elective	3/2
_____	Liberal Arts Elective	3/2	_____	General Elective	3
_____	Ensemble Elective VII	.5	_____	Social Science Elective	3
			_____	Ensemble Elective VIII	.5

Curriculum Requirements

Bachelor of Arts (B.A.) in Music with JAZZ Concentration

FIRST YEAR

FALL		CREDITS	SPRING		CREDITS
MUS 101	Music Theory I	2	MUS 102	Music Theory II	2
MUS 103	Aural Skills I	1	MUS 104	Aural Skills II	1
MUS 113	Recital Seminar I	0	MUS 114	Recital Seminar II	0
MUS 121	Applied Music Major I	2	MUS 122	Applied Music Major II	2
MUS 131	Basic Keyboard Skills I OR		MUS 132	Basic Keyboard Skills II OR	
_____	Applied Music Minor I	1	_____	Applied Music Minor II	1
_____	Ensemble Elective I	.5	_____	Ensemble Elective II	.5
ENG 101	English Composition	3	FRE 102	Beginning College French II	3
IDS 106	First-Year Seminar	1	ENG 102	Introduction to Literature	3
FRE 101	Beginning College French I	3	_____	Social Science Elective	3
_____	History Elective	3			

SECOND YEAR

MUS 201	Music Theory III	2	MUS 202	Music Theory IV	2
MUS 203	Aural Skills III	1	MUS 204	Aural Skills IV	1
MUS 213	Recital Seminar III	0	MUS 214	Recital Seminar IV	0
MUS 221	Applied Music Major III	2	MUS 222	Applied Music Major IV	2
MUJ 231	Jazz Keyboard Skills I	1	MUJ 232	Jazz Keyboard Skills II	1
_____	Ensemble Elective III	.5	_____	Ensemble Elective IV	.5
FRE 201	Intermediate French I	3	ENG _____	English Elective	3
_____	Fine Arts Elective	3	FRE 202	Intermediate French II	3
MUS 211	Music History I	3	MUS 212	Music History II	3

THIRD YEAR

MUS 313	Recital Seminar V	0	MUS 314	Recital Seminar VI	0
MUJ 321	Applied Jazz Major I	2	MUJ 322	Applied Jazz Major II	2
MUJ 201	Jazz Theory 1	2	MUJ 202	Jazz Theory II	2
ENG _____	English Elective	3	MUJ 204	Jazz Aural Skills II	1
MUJ 203	Jazz Aural Skills 1	1	HIS _____	History Elective	3
_____	Natural Science Elective & Lab	4	ENG _____	English Elective	3
_____	Ensemble V	.5	_____	Music Elective	3
_____	Mathematics Elective	3	_____	Religious Studies Elective	3
			_____	Ensemble VI	.5

FOURTH YEAR

MUS 413	Recital Seminar VII	0	MUS 414	Recital Seminar VIII	0
MUJ 153	Improvisation I	1	MUS _____	Music Elective	3
MUJ 433	Applied Jazz Minor III	1	_____	Liberal Arts Elective	3
MUJ 211	Jazz History I	3	MUJ 154	Improvisation II	1
_____	Natural Science Elective	3	MUS 411	Senior Project OR	
MUS _____	Music Elective	3	MUS 412	Senior Recital	3
PHI _____	Philosophy Elective	3	_____	Liberal Arts Elective	3
_____	Liberal Arts Elective	3	_____	Ensemble Elective VIII	.5
_____	Ensemble Elective VII	.5	_____	Social Science Elective	3





Music

ASSOCIATE IN SCIENCE (A.S.)

Program Description

The Associate in Science Music program prepares students to continue into a bachelor of arts in the music program at Villa Maria College or to transfer to another college or conservatory. While course work provides a solid foundation in music theory, ear training and keyboard skills, the program also emphasizes solo and ensemble performance, and develops strong stage presence.

Program Requirements

- Attain a minimum Grade of C in all music courses.
- Fulfill recital seminar and concert attendance requirements.
- Complete all music department outcomes assessment activities.
- Pass all sections of the Keyboard Proficiency Exam.

Career Potential & Employment Outlook

For those with ambition, persistence, resourcefulness, and talent, satisfying careers are available in music and music-related fields.

Graduates of the program are well prepared to study for a bachelor degree in the areas of music education and music therapy as well as music performance.

Curriculum Requirements

Associate in Science (A.S.) in Music

FIRST YEAR

FALL		CREDITS	SPRING		CREDITS
ENG 101	English Composition	3	ENG 102	Introduction to Literature	3
IDS 106	First-Year Seminar	1	MUS 102	Music Theory II	2
MUS 101	Music Theory I	2	MUS 104	Aural Skills II	1
MUS 103	Aural Skills I	1	MUS 114	Recital Seminar II	0
MUS 113	Recital Seminar I	0	MUS 122	Applied Music Major II	2
MUS 121	Applied Music Major I	2	MUS 13_	Basic Keyboard Skills II OR	
MUS 13_	Basic Keyboard Skills I OR		___ ___	Applied Music Minor II	1
___ ___	Applied Music Minor I	1	___ ___	Ensemble Elective II	.5
___ ___	Ensemble Elective I	.5	PSY 101	General Psychology	3
SOC 101	Principles of Sociology	3	___ ___	Religious Studies Elective	3
FRE 101	Beginning College French 1	3	FRE 102	Beginning College French II	3

SECOND YEAR

MUS 201	Music Theory III	2	MUS 202	Music Theory IV	2
MUS 203	Aural Skills III	1	MUS 204	Aural Skills IV	1
MUS 211	Music History I	3	MUS 212	Music History II	3
MUS 213	Recital Seminar III	0	MUS 214	Recital Seminar IV	0
MUS 221	Applied Music Major III	2	MUS 222	Applied Music Major IV	2
MUS 23_	Keyboard Skills III OR		MUS 23_	Keyboard Skills IV OR	
___ ___	Applied Music Minor III	1	___ ___	Applied Music Minor IV	1
___ ___	Ensemble Elective III	.5	___ ___	Ensemble Elective IV	.5
___ ___	Natural Science Elective & Lab	4	___ ___	Philosophy Elective	3

Registration for MUS 101 Music Theory I and MUS 103 Aural Skills I is dependent upon successful completion of the Music Theory and Aural Skills Placement Examinations with a grade of C or above. Students not successfully completing exams must register for MUS 099 Music Fundamentals and/or MUS 098 Fundamentals of Aural Skills (which are not applicable toward the degree). MUS 098 and 099 must be completed with a minimum grade of C or above. Students enrolled in MUS 098 must concurrently register for MUS 141 Choral Ensemble.

Registration for MUS 121 Applied Music Major I is dependent upon successful completion of an entrance audition. Students who do not successfully audition or who waive the audition must register for MUS 021 Preparatory Applied Music Major I (which is not applicable towards the degree) and re-audition for the following semester.



Music (Business)

ASSOCIATE IN APPLIED SCIENCE (A.A.S.)

Program Description

The Music Business program is an interdisciplinary program combining music, business, and liberal arts courses preparing students for careers in music management or other music related fields. The program provides the foundation of business knowledge as well as the music skills necessary to enter the music business industry which is the eighth largest industry in the United States.

Program Requirements

- Minimum Grade of C in all music courses.
- Fulfill recital seminar and concert attendance requirements.
- Complete all Music Department outcomes assessment activities.

Career Potential & Employment Outlook

Music is a vital part of American culture both in the commercial entertainment field and the non-profit sector. Graduates from the Music Business program are qualified for entry level positions in a variety of music-related fields including publication, recording, distribution, management, instrument repair, and broadcasting and video production.

Curriculum Requirements

Associate in Applied Science (A.A.S.) in Music (Business)

FIRST YEAR

FALL		CREDITS	SPRING		CREDITS
BUS 114	Introduction to Business	3	ENG 102	Introduction to Literature	3
ENG 101	English Composition	3	MUI 150	Introduction to	
IDS 106	First-Year Seminar	1		Music Technology	3
MUI 107	Music Industry I	3	MUS 101	Music Theory I	2
MUS 108	Music Appreciation	3	MUS 103	Aural Skills I	1
MUS 113	Recital Seminar I	0	MUS 114	Recital Seminar II	0
MUS 131	Basic Keyboard I	1	MUS 132	Basic Keyboard Skills II	1
___ ___	Applied Music Minor I	1	___ ___	Applied Music Minor II	1
___ ___	Ensemble Elective I	.5	___ ___	Ensemble Elective II	.5
			___ ___	Natural Sci/Math Elective	3

SECOND YEAR

FALL		CREDITS	SPRING		CREDITS
BUS 203	Financial Accounting	3	BUS ___	Business Elective	3
BUS 232	Principles of Marketing	3	MUI 209	Music Industry Internship I	3
MUI 250	Introduction to Recording	3	MUI 251	Intermediate Recording OR	
MUS 213	Recital Seminar III	0	BUS ___	Business Elective	3
___ ___	Applied Music Minor III	1	MUS 214	Recital Seminar IV	0
___ ___	Ensemble Elective III	.5	___ ___	Applied Music Minor IV	1
___ ___	Social Science Elective	3	___ ___	Ensemble Elective IV	.5
			___ ___	Philosophy Elective	3
			___ ___	Religious Studies Elective	3

Registration for MUS 101 Music Theory I and MUS 103 Aural Skills I is dependent upon successful completion of the Music Theory and Aural Skills Placement Examinations with a grade of C or above. Students not successfully completing exams must register for MUS 099 Music Fundamentals and/or MUS 098 Fundamentals of Aural Skills (which are not applicable toward the degree). MUS 098 and 099 must be completed with a minimum grade of C or above. Students enrolled in MUS 098 must concurrently register for MUS 141 Choral Ensemble.

Registration for MUS 133 Applied Music Minor I is dependent upon successful completion of an entrance audition. Students who do not successfully audition or who waive the audition must register for MUS 033 Preparatory Applied Music Minor I (which is not applicable towards the degree) and re-audition for the following semester.

Music Industry

BACHELOR OF SCIENCE (B.S.)

Program Description

The Bachelor of Science in Music Industry program at Villa Maria College is a liberal arts degree program which prepares students for a wide range of music related careers. Building on a strong foundation in music theory and aural skills within a business, music industry, and liberal arts framework, students learn about the history of sound recording technology and its applications both in studio and live performance settings, as well as receive a broad education in the field of music industry as a whole. Students use MIDI equipment and learn about local and regional internships that enhance their educational preparation and give them real life experience. Students also have opportunities to create digital-audio recordings with Pro tools, signal flow, setting up a MIDI network, sequencing, recording and editing MIDI tracks.

All music programs require an audition and interview with a faculty member. Students who do not successfully audition or who waive the audition register for preparatory music courses which are not applicable to the degree. These students re-audition for the following semester. The quality of student work in the program is monitored and the required level of musical competence is maintained.

Program Requirements

- Attain a minimum grade of C in all music courses.
- Fulfill recital seminar and concert attendance requirements.
- Complete all Music Department outcomes assessment activities.

Career Potential & Employment Outlook

A degree in Music Industry prepares students to enter the eighth largest industry in the United States, the music business. The Occupational Outlook Handbook (2010-2011 edition) forecasts an 11% growth in employment for musicians and related careers through 2018. Potential career directions include concert promoter, retail music sales management, regional sales manager, music supervisor (music licensing/clearance), contractor, artist and repertoire coordinator, artist and repertoire administrator, director of publicity, publicist, marketing representative, tour coordinator.

Pre-College Courses including MUS 099 Music Fundamentals, MUS 098 Aural Skills Fundamentals and MUS 033-034 Preparatory Applied Music Minor I-II may be required.

Registration for Applied Music Minor I is dependent upon successful completion of an entrance audition. Students who do not successfully audition or who waive the audition must register for MUS 033 Preparatory Applied Music Minor I (which is not applicable towards the degree) and re-audition for the following semester.

Registration for MUS 101 Music Theory I and MUS 103 Aural Skills I is dependent upon successful completion of the Music Theory and Aural Skills Placement Examinations with a grade of C or above. Students not successfully completing exams must register for MUS 099 Music Fundamentals and/or MUS 098 Fundamentals of Aural Skills (which are not applicable toward the degree). MUS 098 and 099 must be completed with a minimum grade of C or above. Students enrolled in MUS 098 must concurrently register for MUS 141 Choral Ensemble.

Curriculum Requirements

Bachelor of Science (B.S.) in Music Industry

FIRST YEAR

FALL		CREDITS	SPRING		CREDITS
BUS 114	Introduction to Business	3	ENG 102	Introduction to Literature	3
ENG 101	English Composition	3	MUI 150	Introduction to Music Technology	3
IDS 106	First-Year Seminar	1	MUS 101	Music Theory I	2
MUI 107	Music Industry I	3	MUS 103	Aural Skills I	1
MUS 108	Music Appreciation	3	MUS 114	Recital Seminar II	0
MUS 113	Recital Seminar I	0	MUS 132	Basic Keyboard Skills II	1
MUS 131	Basic Keyboard Skills I	1	----	Applied Music Minor II	1
----	Applied Music Minor I	1	----	Ensemble Elective II	.5
----	Ensemble Elective I	.5	----	Natural Science/Math Elective	3

SECOND YEAR

BUS 203	Financial Accounting	3	BUS ____	Business Elective	3
BUS 232	Principles of Marketing	3	MUI 251	Intermediate Recording	3
MUI 250	Introduction to Recording	3	MUS 214	Recital Seminar IV	0
MUS 102	Music Theory II	2	----	Applied Music Minor IV	1
MUS 104	Aural Skills II	1	ENG ____	English Elective	3
MUS 213	Recital Seminar III	0	PHI ____	Philosophy Elective	3
----	Applied Music Minor III	1	RST ____	Religious Studies Elective	3
----	Social Science Elective	3	----	Ensemble Elective IV	.5
----	Ensemble Elective III	.5			

THIRD YEAR

ECO 102	Microeconomics	3	ENG ____	English Elective	3
----	Ensemble Elective V	.5	MUS 110	History of American Popular Music	3
MUI 209	Music Industry Internship	3	----	Ensemble Elective VI	.5
MUI 350	Techniques in Advanced Recording I	3	----	Liberal Arts Elective	3
MUI 307	Music Industry II	3	----	General Elective	3
----	Social Science Elective	3	MUI 351	Techniques in Advanced Recording II	3
MUS/MUJ	Keyboard Elective	1			

FOURTH YEAR

ENG ____	English Elective	3	MUI 411	Music Industry Senior Project	3
MUI 406	Event Production and Promotion	3	----	Social Science Elective	3
MUS 205	World Music	3	----	Liberal Arts Elective	3
----	Music Theory Elective	2	MUS 215	Songwriting OR	
----	Fine Arts Elective	3	----	Music History Elective	3
----	Ensemble Elective VII	.5	----	Ensemble Elective VIII	.5

Music Production Minor for Non-Music Majors

MUS 111	Music Theory for Non-Majors
MUI 107	Music Industry I
MUI 250	Introduction to Recording
MUI 251	Intermediate Recording
MUI 350	Techniques in Advanced Recording I
MUS ___	Music Elective*

*Choose one music elective from the following courses:

- MUS 108 Music Appreciation
- MUS 110 History of American Popular Music

A minor is a minimum of 6 courses (18 credits). To choose a minor course of study, a student must submit a declaration of minor form with the Registrar's Office at least one year prior to expected graduation.

A student must complete necessary pre-requisites and meet minimum grades for all minor courses. Completing a minor may require a student to take more than the minimum number of credits necessary to earn an undergraduate degree in order to complete the minor.

Music – Jazz

ASSOCIATE IN APPLIED SCIENCE (A.A.S.)

Program Description

The Associate in Applied Science Music Jazz program at Villa Maria College is Western New York's only music degree program specializing in jazz. Students work one-on-one with professional jazz musicians in developing their technique and solo improvisational skills, as well as performing in jazz ensembles. Courses focus on learning harmony and its practical applications, cultivating aural skills, and exploring the history of jazz – America's indigenous musical art form.

Program Requirements

- Attain a minimum Grade of C in all music courses.
- Fulfill recital seminar and concert attendance requirements.
- Complete all Music Department outcomes assessment activities.
- Pass all sections of the Jazz Keyboard Proficiency Exam.

Career Potential & Employment Outlook

According to the US Bureau of Labor Statistics, overall employment for musicians, singers, and related workers is expected to grow by 11% during the 2008-2018 decade. Although competition is keen, talented individuals who are skilled in multiple instruments and styles will have the best job prospects.

Professional jazz musicians' careers typically include combinations of performing, teaching, recording, and composing/arranging. Talent, versatility, persistence, and networking skills are necessary for professional success in this field.

Curriculum Requirements

Associate in Applied Science (A.A.S.) in Jazz

FIRST YEAR

FALL		CREDITS	SPRING		CREDITS
ENG 101	English Composition	3	BUS ____	Business Elective	3
IDS 106	First-Year Seminar	1	ENG 102	Introduction to Literature	3
MUS 101	Music Theory I	2	MUS 102	Music Theory II	2
MUS 103	Aural Skills I	1	MUS 104	Aural Skills II	1
MUS 108	Music Appreciation	3	MUS 114	Recital Seminar II	0
MUS 113	Recital Seminar I	0	MUS 122	Applied Music Major II	2
MUS 121	Applied Music Major I	2	MUS 132	Basic Keyboard Skills II OR	
MUS 131	Basic Keyboard Skills I OR		____ ____	Applied Music Minor II	1
____ ____	Applied Music Minor I	1	MUJ ____	Jazz Ensemble II OR	
MUJ ____	Jazz Ensemble I OR		____ ____	Jazz Improvisation Lab II	.5
MUJ ____	Jazz Improvisation Lab I	.5	____ ____	Religious Studies Elective	3

SECOND YEAR

MUJ ____	Music Industry Elective	3	MUJ 202	Jazz Theory II	2
MUJ 201	Jazz Theory I	2	MUJ 204	Jazz Aural Skills II	1
MUJ 203	Jazz Aural Skills I	1	MUJ 212	Jazz History II	3
MUJ 211	Jazz History I	3	MUJ 232	Jazz Keyboard Skills II OR	
MUJ 221	Applied Jazz Music Major I	2	MUJ 234	Applied Jazz Music Minor II	1
MUJ ____	Jazz Ensemble III OR		MUS 214	Recital Seminar IV	0
____ ____	Jazz Improvisation Lab III	.5	MUJ 222	Applied Jazz Music Major II	2
MUJ 231	Jazz Keyboard Skills I OR		MUJ ____	Jazz Ensemble IV OR	
MUJ 233	Applied Jazz Music Minor I	1	MUJ ____	Jazz Improvisation Lab IV	.5
MUS 213	Recital Seminar III	0	____ ____	Natural Sci/Math Elective	3/4
____ ____	Social Science Elective	3	PHI ____	Philosophy Elective	3

Registration for MUS 101 Music Theory I and MUS 103 Aural Skills I is dependent upon successful completion of the Music Theory and Aural Skills Placement examinations with a grade of C or above. Students not successfully completing exams must register for MUS 099 Music Fundamentals and/or MUS 098 Fundamentals of Aural Skills (which are not applicable toward the degree). MUS 098 and 099 must be completed with a minimum grade of C or above. Students enrolled in MUS 098 must concurrently register for MUS 141 Choral Ensemble.

Registration for MUS 121 Applied Music Major I is dependent upon successful completion of an entrance audition. Students who do not successfully audition or who waive the audition must register for MUS 021 Preparatory Applied Music Major I (which is not applicable towards the degree) and re-audition for the following semester.

Villa Maria College reserves the right to alter course offerings.

Course Identification

The following abbreviations are used for course identification.

ANM	Animation	IND	Interior Design
ANT	Anthropology	INT	Interior Design Assistant
ART	Art	MAT	Mathematics
ASL	American Sign Language	MUI	Music Industry
AST	Astronomy	MUJ	Music Jazz
BIO	Biology	MUS	Music
BUS	Business	PHI	Philosophy
CHE	Chemistry	PHO	Photography
ECO	Economics	PHY	Physics
EDU	Education	PSC	Political Science
ENG	English	PSY	Psychology
FDM	Fashion Design and Merchandising	PTA	Physical Therapist Assistant
FRE	French	RST	Religious Studies
GRA	Graphic Design	SCI	Science
HIS	History	SOC	Sociology
IDS	Interdisciplinary Studies	SPA	Spanish

Course Numbering and Prerequisites/Corequisites

Academic programs are structured to build on previous knowledge. Courses numbered below the one hundred level designation (for example MAT 099, Pre-Algebra or MUS 098, Fundamentals of Aural Skills) are preparatory for college level work and credits do not count towards graduation although they are calculated for full time/part time financial aid eligibility. One hundred level courses (for example ENG 101, English Composition, or ART 101, Two Dimensional Design) are beginning college level knowledge and skill courses. Two hundred level courses typically require completion of one hundred level courses prior to enrollment. Three hundred and four hundred level courses typically require completion of a course at a lower level.

Some courses have prerequisites or corequisites. A prerequisite must be completed before a student can enroll in more complex courses. (For example Art 101, Two Dimensional Design, is a prerequisite for all other studio art courses at the College.)

A corequisite must be taken simultaneously with another course. (For example BIO 151L, General Biology Laboratory, is a corequisite with BIO 151, General Biology.)

Electives

A list of liberal arts, fine arts, and general electives can be found at the end of the course descriptions.

Course Descriptions

ANM 101 – Film Theory and Technique

The key elements of filmmaking are elaborated. Cinematography, movement, sound effects, editing, music, genre, and story are included. Relevant examples from the first silent films to contemporary films are explored. Application of standard techniques to student work is emphasized. For program major or minor requirements, a grade of C or above is required for successful completion. A writing intensive course. 3 credits (Fall)

ANM 103 – History of Animation

The history of animation, from the earliest experiments on film to today's digital-age film are explored. Types of animation from traditional cel animation to experimental animation, to advanced special effects are considered. The impact of various types of animation on modern cinema is analyzed. For program major or minor requirements, a grade of C or above is required for successful completion. 3 credits (Spring)

ANM 104 – Animation Pre-Production I: Scriptwriting, Treatments, and Storyboarding

Scriptwriting for animation and how animation scripts differ from live action film and video scripts are presented. Creative problem-solving is used to write scripts that contain compelling storytelling in an artistic/original style. Use of the computer and related software as tools in scriptwriting, treatments, and storyboarding is explored. For program major or minor requirements, a grade of C or above is required for successful completion. 3 credits (Fall)

ANM 105 – Introduction to 2-D Animation

Traditional techniques of hand-drawn animation using a light table, animation pegboard, and pencils are presented. The basic principles of animation, such as squash and stretch, anticipation, follow-through, keyframing, in-betweens, and exaggeration are emphasized. A studio course. For program major or minor requirements, a grade of C or above is required for successful completion. Prerequisites: ART 101; must earn C or above in all prerequisites for this course. 3 credits (Spring)

ANM 106 – Character Design

Use of basic organic shapes to construct animated characters is explored. Exaggerated proportion, paradoxes, and posture to enhance and change character are emphasized. A studio course. For program major or minor requirements, a grade of C or above is required for successful completion. 3 credits.

ANM 201 – Advanced 2-D Animation

The course builds on basics learned in ANM 105 Introduction to 2-D Animation I. An exploration of the challenges of hand-drawn character animation. Practice in drawing projects in pencil and paper format, photographing and scanning drawings, and drawing into a computer using a Wacom tablet. A studio course. For program major or minor requirements, a grade of C or above is required for successful completion. Prerequisite: ANM 105; must earn C or above in all prerequisites for this course. 3 credits (Fall)

ANM 203 – 3-D Computer Animation II: Character Animation

The course builds upon knowledge and skills in ANM 201 Advanced 2-D Animation and ANM 204 Introduction to 3-D Computer Animation. The creation of effective skeletal rigs for pre-existing bipedal characters is emphasized. Blend shapes and creation of custom attributes to speed up animation production skills are emphasized. A studio course. For program major or minor requirements, a grade of C or above is required for successful completion. Prerequisites: ANM 204; must earn C or above in all prerequisites for this course. 3 credits (Fall)

ANM 204 – Introduction to 3-D Computer Animation

Industry-standard software is used to learn the fundamental tools and techniques of animating in three-dimensions. Students become familiar with refined structure and interface and translate knowledge and skills regarding traditional animation to a more highly-technical software package. A studio course. For program major or minor requirements, a grade of C or above is required for successful completion. Prerequisites: ANM 105, must earn C or above in prerequisites for this course. 3 credits (Fall)

ANM 205 – Modeling for 3-D Computer Animation

Processes involved in modeling characters and sets used for animation are explored. Using a combination of subdivision surfaces and polygons, students model characters using software. Modeling objects using NURBS surfaces is included. A studio course. For program major or minor requirements, a grade of C or above is required for successful completion. Prerequisites: ANM 106, ANM 204; must earn C or above in all prerequisites for this course. 3 credits (Spring)

ANM 206 – Animation Pre-Production II: Animatics and Audio

The course builds on skills learned in ANM 104 Animation Pre-Production I. Scriptwriting, Treatments, and Storyboarding. Techniques necessary to edit and mix digital audio files are presented. Students create a professional-quality animatic using industry-standard digital animation and editing software. A pre-production for the Sophomore Film Project is completed in the course. A studio course. For program major or minor requirements, a grade of C or above is required for successful completion. Prerequisites: ANM 104; must earn C or above in all prerequisites for this course. 3 credits (Spring)

ANM 207 – Sophomore Individual Film Project

Students use the script, storyboard, animatic, and soundtrack from previous classes as the groundwork to create a film. Focus is on production and post-production of the film, including animation, rendering and editing. A studio course. For program major or minor requirements, a grade of C or above is required for successful completion. Prerequisites: ANM 206 must earn C or above in all prerequisites for this course 3 credits (Spring)

ANM 301 – Stop-Motion Animation

The fundamentals of stop-motion animation are presented. How to fully plan and time out animations before animating are elaborated and practiced. Various physical media, such as sand, paint on glass, clay and wire armature are explored. Practice in building

and lighting a simple set is included. A studio course. For program major or minor requirements, a grade of C or above is required for successful completion. Prerequisites: ANM 105; must earn C or above in all prerequisites for this course. 3 credits (Fall)

ANM 302 – Special Effects: Dynamics and Particle Effects

An exploration of the techniques used to create digital special effects of natural phenomena such as weather, fire and water. Use of appropriate 3D and 2D software to achieve desired special effects is emphasized. Students are also introduced to techniques used for compositing multiple layers that allow enhancing digital photographs and video footage are introduced and practiced. A studio course. For program major or minor requirements, a grade of C or above is required for successful completion. Prerequisites: AMM 204; must earn C or above in all prerequisites for this course. 3 credits (Fall)

ANM 303 – Senior Thesis Film Pre-Production

Taken in the spring of the junior year to allow planning of the Senior Thesis Film. The Senior Thesis Film is the culminating project that provides opportunity for application of Animation program knowledge and skills. All aspects of film pre-production are addressed. An original story and concept are required. A studio course. For program major or minor requirements, a grade of C or above is required for successful completion. Prerequisites: ANM 304; must earn C or above in all prerequisites for this course. 3 credits (Spring)

ANM 304 – Junior Group Film Project Pre-Production

In the fall of the junior year, Animation program students work in groups to plan a group film project. All aspects of pre-production are developed. An original story and concept are required. A studio course. For program major or minor requirements, a grade of C or above is required for successful completion. Prerequisites: ANM 207. Must earn C or above in all prerequisites for this course. 3 credits (Fall)

ANM 305 – Junior Group Film Project Production

Taken in spring of the junior year, students work in groups to complete production and post-production on an animated film project. Students apply Animation program knowledge and skills to complete all aspects of film production. A studio course. For program major or minor requirements, a grade of C or above is required for successful completion. Prerequisite: ANM 304; must earn C or above in all prerequisites for this course. 3 credits (Spring)

ANM 307 – Lighting and Rendering in the Real and Virtual World

The basic principles of lighting on a film set are presented. Application of the principles of lighting in a 3-D virtual environment is explored. Emphasis is on use of appropriate software to realistically render and on creation of professional-quality shaders and textures for 3-D models. A studio course. For program major or minor requirements, a grade of C or above is required for successful completion. Prerequisites: ANM 204; must earn C or above in all prerequisites for this course. 3 credits (Fall)

ANM 308 – 3-D Computer Animation III: Advanced Character Animation

The course builds upon knowledge and skills presented in ANM 203 3-D Computer Animation II: Character Animation. Creation of advanced animation rigs attached to given models or models of individual creation is emphasized. A studio course. For program major or minor requirements, a grade of C or above is required for successful completion. Prerequisite: ANM 203; must earn C or above in all prerequisites for this course. 3 credits (Spring)

ANM 310 – Professional Practices and Advanced Processes

Explores career opportunities available to animators. The business aspects of animation including project quotes, bids, contracts, production pipeline, independent animation grant proposals, studio organization, professional organizations and memberships, fee structure, and ethical conduct are elaborated. Career options and work environments for animators are explored. A resume, business card, demo reel, conventional and digital portfolio are produced. Promotional website design is examined and explored. A studio course. For program major or minor requirements, a grade of C or above is required for successful completion. Prerequisites: ANM 201, ANM 204; must earn C or above in all prerequisites for this course. 3 credits (Spring)

ANM 401 – Senior Capstone Thesis I

The course is taken by students enrolled in the fall senior year of the Animation program. Students complete pre-production and begin production of the Senior Film Capstone Thesis. The course is devoted to 3-D modeling and rigging (if making a 3-D film), 2-D pencil tests (if making a 2-D film), lighting, testing of techniques and special effects to insure items work, texturing, test-rendering, and test animation. Faculty approval required prior to film production. A studio course. For program major or minor requirements, a grade of C or above is required for successful completion. Prerequisites: ANM 303; must earn C or above in all prerequisites for this course. 3 credits (Fall)

ANM 402 – Senior Capstone Thesis II

The course provides opportunity for completion of production and post-production of the Senior Film or Capstone Thesis. The course is devoted to animation, rendering, special effects, and final editing of animation and a soundtrack. Original films are debuted at a screening that is open to the public. A studio course. For program major or minor requirements, a grade of C or above is required for successful completion. Prerequisites: ANM 303; must earn C or above in all prerequisites for this course. 6 credits (Spring)

ANM 409 – Internship

Opportunity to practice the knowledge, skills, and professional behaviors expected in the animation industry in a one-semester internship at an animation studio, video-production house, television station, or business that creates animations, visualizations or special effects. Progress is monitored by an Animation program faculty member and an on-site supervisor. Prerequisites: Will vary depending on the position applied for in the variety of options within the field. 3 credits

ANM 410 – Computer Visualization: Scientific and Corporate

Building upon the skills and knowledge developed in the Animation program, the field of visualization is introduced. Applications of visualization in fields such as advertising, medical illustration, toy design, law, and science are explored. Opportunity to use visualization knowledge and techniques in collaborative, relevant projects is provided. A studio course. For program major or minor requirements, a grade of C or above is required for successful completion. Prerequisites: ANM 203, ANM 205: must earn C or above in all prerequisites for this course. 3 credits (Fall)

ANM 412 – Multimedia Animation

The course introduces skills involved in producing animated, interactive multimedia projects. Focus is on the integration of animation with web-based media and interactive CD-ROMs. An exploration of the artistic, commercial, and technical aspects of multimedia animation production with emphasis on development of a unique, personal artistic style. A studio course. For program major or minor requirements, a grade of C or above is required for successful completion. Prerequisites: ANM 201; must earn C or above in all prerequisites for this course. 3 credits (Fall)

ANT 101 – Cultural Anthropology

An introductory cultural anthropology course that provides students with the principles, processes and application of anthropology. The course will give students insight into the study of anthropology as it applies to culture and cultural change within the scope of human behavior. 3 credits (Cycled)

ARC 122 – Environment, Behavior and Design

Examines contemporary perspectives on environmental psychology, focusing on the relationships between human behavior and designed environments, then psychology of design, and explores implications of those relationships for the purpose, nature, and future direction of design education, design research, and design practice. Open to non-majors. 3 credits. (Spring). (Offered at the University of Buffalo).

ARC 231 – Architecture History 1: Ancient – 1450

Introduces the development of urban and architectural form in a cultural context from the first settlements of Neolithic times to the consolidation of architecture as a discipline in the 1450's. 4 credits (Fall). (Offered at the University of Buffalo)

ARC 234 – Architecture History 2: 1450 – Present

Introduces the fundamentals of architectural design from the theory and practice of the 1450's to the built and written manifestos of modern times. Situates the evolution of the architectural discipline within the context of social, cognitive and technological transformation. Prerequisite: ARC 231. 4 credits (Spring). (Offered at the University of Buffalo)

ART 101 – Two Dimensional Design

Development of basic skills and principles of two dimensional design with various media. Emphasis on solving various compositional and design problems. Art Department majors require a grade of C or above for successful completion. Prerequisite for studio courses in all Art programs. 3 credits (Fall/Spring)

ART 103 – Color Theory

The study of color and color relationships, elements of design and two-dimensional composition. Studio course in creative expression using a variety of techniques and media (majors only). A prerequisite for drawing, painting, and printmaking courses. Art Department majors require a grade of C or above for successful completion. Prerequisite: Grade of C or above in ART 101. 3 credits (Fall/Spring)

ART 104 – Drawing I

Emphasis on structural understanding of design, composition and correct observation. Studio course in drawing with a variety of media from still life, nature, and the human figure. Art Department majors require a grade of C or above for successful completion. 3 credits (Fall/Spring)

ART 105 – Drawing II

Development of creative expression through a variety of drawing media. Primarily a life drawing studio course with emphasis on form and composition. Thematic, sequential drawing and illustration concepts will also be explored. For program major or minor requirements, a grade of C or above is required for successful completion. Prerequisite: Grade of C or above in ART 104. 3 credits (Spring)

ART 106 – Painting I

The study of color and its relationship to shape, form, light, and space employing a variety of techniques from still life, nature and the human figure. Styles relevant to illustration techniques will also be explored. For program major or minor requirements, a grade of C or above is required for successful completion. Prerequisite: Grade of C or above in ART 103, ART 104, or permission of the instructor. 3 credits (Fall/Spring)

ART 109 – Internship

An initial supervised work experience in local agencies, firms, or specialized studios to permit practical application of professional knowledge and skills. Individual work assignments and small group instruction. College-sponsored seminars to analyze new trends in design. Prerequisite: Grade of C or above in IDS 107, 2.0 CPA and permission of the Internship Coordinator. 3 credits (Fall/Spring)

ART 110 – Exploration in the Fine Arts

An exploration of the integration of music, dance, literature and poetry, drama and architecture with the visual arts in primitive, classical and modern times. Open to all students. 3 credits (Cycled)

ART 203 – History of Art I

A history of art from prehistoric to Renaissance. Illustrated lectures, required readings, presentations and class discussions. For program major or minor requirements, a grade of C or above is required for successful completion. Writing intensive course. Open to all students. 3 credits (Cycled)

ART 204 – History of Art II

A survey course of major periods from the early Renaissance to the present day with special concern for 19th and 20th Century art. Illustrated lectures, required readings, presentations and class discussions. For program major or minor requirements, a grade of C or above is required for successful completion. Writing intensive course. Open to all students. 3 credits (Spring)

ART 206 – Three-Dimensional Design

Conceptual and technical exploration of three-dimensional design. Studio work in various sculptural media and in representational and abstract forms. Fine Art majors require a grade of C or above for successful completion. Prerequisite: Grade of C or above in ART 103, ART 104. 3 credits (Spring)

ART 208 – Introduction to Printmaking

Introduction to processes and methods in printmaking. A studio course with the emphasis on the development of images, experimentation and individual expression. Use of a variety of techniques with an emphasis on screen printing and intaglio. For program major or minor requirements, a grade of C or above is required for successful completion. Prerequisite: Grade of C or above in ART 103, ART 104 or permission of instructor. 3 credits (Fall)

ART 209 – Internship II

Supervised experience to provide further application of knowledge and skills in a position of broader responsibility. College-sponsored seminars and/or individual conferences, opportunities for effective communications with clients, fellow employees and supervisory personnel. Prerequisite: ART 109, 2.0 CPA and permission of the Internship Coordinator. 3 credits (Fall/Spring)

ART 210 – Painting II

An advanced approach to painting with emphasis on color, composition and individual expression. For program major or minor requirements, a grade of C or above is required for successful completion. Painting from life and nature. Prerequisite: Grade of C or above in ART 106. 3 credits (Spring)

ART 310 – Painting III

In this course, students will explore and further develop traditional and non-traditional painting skills and contemporary presentation issues. Through the investigation of contemporary and historic sources, students will create a cohesive series of several paintings based on personal interests and directed assignments with emphasis on content and subject matter. Additional emphasis will be placed on creative development and contemporary painting techniques. A studio course. For Integrated Arts majors, a grade of C or above is required for successful completion. Prerequisite: ART 210. 3 credits. (cycled)

ART 401 – Senior Pre-Thesis

Stressing research, discussion of art theory based readings, and experimentation with art processes the student will explore visual and cultural literacy. This course involves development of an independent project as a result of thorough research. The student is required to select a committee relevant to his or her thesis topic. The outcome of this course will serve as the basis for Senior Thesis, ART 402. Integrated Arts majors require a C or above for successful completion. Prerequisites: Grade of C or above in all art electives taken in junior year. 3 credits

ART 402 – Senior Thesis

This course is a continuation of ART 401, Senior Pre-Thesis and the capstone of the Integrated Arts program. The course provides an opportunity to fully develop the issues explored throughout the student's career synthesizing that learning through an artist statement, website, artist presentation, and/or solo exhibition or other final presentation. Integrated Arts majors require a C or above for successful completion. Prerequisites: Grade of C or above in ART 401, Senior Pre-Thesis. 3 credits.

ART 405 – Contemporary Art

This course offers an investigation of the theoretical and critical approaches to the study of contemporary art. Through lectures, group discussions, research and gallery visits the class will delve into the current theory, practice, and direction of art. For program major or minor requirements, a grade of C or above is required for successful completion. Prerequisite: Grade of C or above in ART 204. 3 credits (Spring)

ART 409 – Internship

A supervised work experience in local agencies, galleries, art organizations, firms, or specialized studios to permit practical application of professional knowledge and skills. Individualized work assignments, journaling and collegial discourse with a faculty supervisor reflect and contextualize the student's professional experience. The student will be expected to analyze principles and problems as well as investigate current practices and new trends in the field. The skills and projects created during the student's professional experience will be integrated into a portfolio. The student will complete a minimum of 130 hours of work at his or her internship site and write a final project. Prerequisites: GPA of C+ or above and permission of the instructor of the internship. 3 credits

ASL 101 – Introduction to American Sign Language (ASL)

An introduction to American Sign Language (ASL), the language of most deaf people in the United States. A strictly manual form of communication, it cannot be voiced on the lips. The purpose of the course is to allow students to learn about ASL vocabulary, but sign in English word order, that is, "Total Communication." It incorporates ASL sign vocabulary, finger spelling, facial expression, body languages and the use of voice or movement of the lips. Once the student is comfortable with this mode of communication, he or she can then proceed to learn ASL and its unique structure. 3 credits (Fall)

ASL 102 – Introduction to American Sign Language II

A continuation of ASL 101 Introduction to American Sign Language. The course builds on the initial vocabulary learned and fluency in signing attained in ASL 101. The course allows students to learn the ASL vocabulary but sign in English word order, that is, "Total Communication." ASL sign vocabulary, finger spelling, facial expression, body language and the use of voice or movement of the lips are incorporated. Greater fluency with ASL and its unique structure is expected. Prerequisite: Grade of C or above in ASL 101. 3 credits (Spring)

AST 105 – Introduction to Astronomy

A survey of the universe beyond the Earth, including the sun and solar system, other stars and planets, galaxies, and cosmological phenomena. This history of astronomy, astronomical instrumentation, and cosmology will also be covered. Appropriate for science and non-science majors. 3 credits (Cycled)

BIO 103 – Human Anatomy and Physiology I

An introduction to the structures and functions of the human body. Includes the skeletal, muscular, integumentary, cardiovascular, and lymphatic systems. Emphasizes all levels of structural organization from biologically important chemicals to entire organ systems. Three lecture hours per week. 3 credits (Fall)

BIO 103L – Human Anatomy and Physiology I Laboratory

Laboratory experiences completing the discussion of the skeletal, muscular, integumentary, cardiovascular, and lymphatic systems presented in BIO 103 (Human Anatomy & Physiology I). Methods include cytology, histology, gross anatomy case studies and interactive computer software. Prerequisite or corequisite BIO 103. 1 credit (Fall)

BIO 104 – Human Anatomy and Physiology II

An exploration of the nervous, urinary, endocrine, digestive, respiratory, and reproductive systems. Emphasizes all levels of structural organization within each system, as well as connections between organ systems. 3 credits (Spring)

BIO 104L – Human Anatomy and Physiology II Laboratory

Laboratory experiences complementing the discussion of the nervous, urinary, endocrine, digestive, respiratory, and reproductive systems presented in BIO 104. Methods include cytology, histology, gross anatomy, case studies, and interactive computer software. Corequisite: BIO 104. 1 credit. (Spring)

BIO 151 – General Biology

An introduction to the biological sciences. Topics will include the process of science, the molecular basis of life, structures and organization of the cell, cellular reproduction and genetics, evolutionary concepts and processes, and biological diversity. Corequisite: BIO 151L General Biology Lab. 3 credits (Fall/Spring)

BIO 151L – General Biology Lab

Provides practical experiences with the biological concepts discussed in General Biology. These include activities involving the scientific method, principles of genetics, concepts of classification, and natural selection. Also included will be a consideration of the diversity of life, with special emphases on moneran and protistan diversity, plant and fungi diversity, and vertebrate and invertebrate diversity. Corequisite: BIO 151. 1 credit (Fall/Spring)

BIO 202 – Microbiology

An introduction to the structure and function of microorganisms with special emphasis on bacteria and viruses. Bacterial genetics, the concepts of disease, immunity and applied micro- biology are included. Grade of C or above in BIO 151. Corequisite: BIO 202L.3 credits (Spring)

BIO 202L – Microbiology Laboratory

Designed to enhance BIO 202 Microbiology course content. Emphasis on sterile technique, bacterial cultural characteristics and physiology. Two laboratory hours per week. Prerequisite or corequisite: BIO 202 Lecture. 1 credit (Spring)

BIO 205 – Nutrition

An introduction to the six classes of nutrients including the structures of various molecules, as well as their functions in the human body. The sources of these nutrients and their metabolism by the body are examined, with an emphasis on nutrition throughout the life cycle. The effect of diet on general health is also introduced. 3 credits (Cycled)

BUS 109 – Internship I

An initial supervised on-the-job experience in business, providing an opportunity to apply basic acquired skills and knowledge to actual business and management situations and to explore various careers and settings. Regularly scheduled seminars stressing the importance of individual attitude, job professionalism, personal responsibility, effective communication, and human interaction are held on campus. Prerequisite: GPA of 2.0 or above in area of concentration and permission of the Internship Coordinator. 3 credits (Fall/Spring)

BUS 114 – Introduction to Business

The course introduces students to the fundamental frameworks and operations of business comprising the American economic structure. Major business principles related to economics and finance are explored to provide a perspective on the global economy. 3 credits (Fall)

BUS 202 – Sales Dynamics

An introduction to sales management with emphasis on the application of selling principles based on analysis of customer characteristics, behavior and buying motivations. 3 credits (Spring)

BUS 203 – Financial Accounting

An introduction to accounting theory and practice using the sole proprietorship as a model. Analysis of the accounting process for recording, summarizing and reporting financial data by periodic statements. Presentation of systems to account for and control purchases, sales, cash, receivables and inventory along with problems in evaluation of assets and measurements of income. 3 credits (Fall)

BUS 206 – Managerial Accounting

Introduction to accounting procedures and concepts used for internal reporting and control. Capital budgeting, decision-making processes, cash budgeting, cash flows, present value analysis and tax implications for managerial planning and performance evaluations. Prerequisite: BUS 203. 3 credits (Spring)

BUS 207 – Financial Management

The study of decisions made by business to maximize owners' wealth. Topics include time value of money, risk analysis, capital budgeting, working capital management, financial statement analysis and both short and long-term investment and financing strategies. Prerequisite: BUS 206 Managerial Accounting, ECO 102 Principles of Microeconomics, and Math elective. 3 credits. (Spring)

BUS – 208 Introduction to Human Resources Management

An introductory course that explores internal and external issues that influence an organization's decisions and policies affecting its human resources. The importance of maintaining fair and equitable compensation and benefit programs will be discussed. The student will also survey practical situations and problem solving regarding the following areas: employee counseling; discipline and termination; training and development; and staffing and strategy. 3 credits (Fall)

BUS 211 – Principles of Advertising

Introduction to the techniques and practices of advertising, including strategy, copy development and production with emphasis on application from a marketing standpoint. Topics will include consumer behavior, persuasion, the development of advertising copy and the preparation of a complete advertising portfolio. 3 credits (Spring)

BUS 232 – Principles of Marketing

An introduction to marketing concepts and study of marketing functions, consumer behavior, marketing research, and channels of distribution. Emphasis will be placed on the application of these concepts to case studies. Writing intensive course. 3 credits (Fall/Spring)

BUS 233 – Marketing Management

A case study oriented course designed to develop an understanding of the complexity of performing marketing functions in a modern business firm. Special attention is given to the nature and scope of strategic marketing decisions regarding the firm's product mix, price policy, promotional programs, and channels of distribution. Writing intensive course. 3 credits (Spring)

BUS 240 – Electronic Commerce

This course provides an overview of the issues, technology and environment of electronic commerce. Challenges and opportunities of electronic businesses are included. Key business and technology elements of electronic commerce are explored. 3 credits (Fall)

BUS 245 – Introduction to International Business

An introductory course that presents a broad, yet detailed, picture of the global practice of international business. It provides relevant theoretical and practical insights concerning the role international politics, economics, culture, exchange rates, and foreign competition play in management of international business. Prerequisite: Sophomore status. A writing intensive course. 3 credits (Fall)

BUS 250 – Principles of Management

An introduction to the roles and functions of management in an organization and management's ability to create processes and procedures for the accomplishment of the organization's goals. The course will cover the manager's role in planning, organizing, controlling, leading and staffing of an organization. The manager's role in problem solving, employee productivity, employee satisfaction and overall organizational effectiveness will also be examined. 3 credits. (Spring)

BUS 251 – Business Law

Case method approach to study the principles of law and the legal aspects of business including the background, philosophy and operation of the American legal system. 3 credits (Spring)

BUS 255 – Entrepreneurship

This course provides students with the opportunity to explore their entrepreneurial potential. Coursework critiques the complex and demanding entrepreneurial environment that someone starting a new venture encounters, and encourages students to think and perform in entrepreneurial terms mixing theory with practice. The focus is mainly on the creation of new ventures, the way these ventures come into being, and factors associated with its success. This course will assist students in going through the steps of developing a business idea, researching the competition, structuring the business, finding start-up funds, handling human resources issues, marketing the business, and managing the finances. Students are challenged to apply principles, concepts, and framework to real-world situations. Course is appropriate for anyone considering opening their own business. Prerequisite: Student must have sophomore status. 3 credits (Spring)

CHE 101 – General Chemistry I

Topics include: the structure of the atom, the periodic table, chemical bonding, chemical formulas and equations, the states of matter and the property of gases. Prerequisite: Basic math proficiency. 3 credits (Fall)

CHE 101L – General Chemistry I Laboratory

Laboratory procedures designed to illustrate CHE 101 General Chemistry principles. Development of basic laboratory skills. Two laboratory hours per week. Prerequisite or corequisite: CHE 101. 1 credit (Fall)

CHE 102 – General Chemistry II

A continuation of CHE 101 General Chemistry I. Topics include solutions, thermodynamics, chemical dynamics and equilibrium, acids and bases and electrochemistry. Nuclear, organic and biochemistry are introduced. Prerequisite: Grade of C or above in CHE 101, or permission of instructor. 3 credits (Spring)

CHE 102L – General Chemistry II Laboratory

Laboratory procedures designed to illustrate CHE 102 General Chemistry II principles with further development of basic laboratory skills. Two laboratory hours per week. Prerequisite or corequisite: CHE 102. 1 credit (Spring)

CHE 201 – Organic Chemistry I

An introduction to the major classes of organic functional groups in conjunction with their reactivity and reaction mechanisms. Topics include electronic structure of atoms and molecules, introduction to basic organic functional groups, alkanes and cycloalkanes, acid-base chemistry, alkynes and conjugated dienes, chirality, alcohols, alkyl halides, ethers, and epoxides. Instructional methods for analyzing molecular structure are also examined. Prerequisite: Grade of C or above in CHE102. 3 credits (Fall).

CHE 201L – Organic Chemistry I Laboratory

Introduces students to organic chemistry techniques and reactions to enhance CHE 210 Organic Chemistry. Infrared spectroscopy and nuclear magnetic resonance are incorporated into experiments. Prerequisite or corequisite: CHE 201 Lecture. 1 credit (Fall)

CHE 202 – Organic Chemistry II

A continuation of CHE 201 Organic Chemistry I with an emphasis on aromatic compounds; the chemistry of carbonyl-containing compounds; carboxylic acids and their functional derivatives; aliphatic and aromatic amines; and of the major biological macromolecules. Prerequisite: Grade of C or above in CHE 201. 3 credits (Spring)

CHE 202L – Organic Chemistry II Laboratory

A continuation of CHE 201 Laboratory with an emphasis on organic chemistry techniques and reactions to enhance CHE 202 Organic Chemistry II. Prerequisite or corequisite: CHE 202 Lecture. 1 credit (Spring)

ECO 101 – Principles of Macroeconomics

Definitions of the nature of economic decisions and description of how these decisions are made in the economy as a whole. Introduces the student to the basic tools of economic analysis, the basic concepts of natural income, and the basic principles of employment, inflation, business cycles and growth. 3 credits (Fall)

ECO 102 – Principles of Microeconomics

A treatment of economics in the context of private and public enterprises; development of the tools of economic analysis, particularly price theory and theories of resource allocation; and usage of tools as a basis of analyzing and discussing business, public policy and the problems of control. 3 credits (Fall/Spring)

EDU 101 – Methods and Materials for Teaching in Early Childhood Education Programs

Principles and developmentally appropriate practices for teaching children; methods in art, math, science, social studies, music, movement, dramatic play, storytelling, language arts and other activities. Developmentally appropriate curriculum, parent involvement, guidance techniques and creative resources for teaching are discussed. Mastery of lesson planning required. Laboratory work integrated with lectures. Students must earn a grade of C+ or above to be eligible for EDU 109. Students receiving a grade below C+ must repeat the course. 3 credits (Fall)

EDU 102 – Foundations of Education

A study of concepts and major theories of historical, sociological and societal influences in schools. Topics include, but are not limited to, current issues, legislation, familial situations and curricula affecting the child in the school setting. Writing intensive course. 3 credits (Spring)

EDU 103 – Child Growth and Development

A study of concepts and major theories of human behavior and development from conception through middle childhood including learning patterns, behavioral characteristics, experimental and research studies of experts in the field. Major topics include physical, mental, emotional, social and cognitive development. Practical applications to each developmental period are explored. Observations, research techniques and findings are integrated with lectures. Students must earn a grade of C+ or above to be eligible for EDU 109. Students receiving a grade below C+ must repeat the course. 3 credits (Fall)

EDU 106 – Methods in Health, Safety and Nutrition

A foundation of theory, methods, techniques used in health, safety and nutrition programs for the young child. Emphasis on the development of educational experiences that promote awareness of health, safety and nutrition practices in the early childhood years. Students must earn a grade of C+ or above to pass the course. Prerequisite: EDU 101 and/or permission of instructor. 1 credit (Spring)

EDU 109 – Internship I

Initial supervised classroom experience in an early childhood education program (infants through Grade 3) under the direct supervision of an internship coordinator and a cooperating teacher. Emphasis on the development of appropriate teaching pedagogies. Skills in child observation, lesson plan presentation and group management are developed. Seminars include topics related to child guidance, developmentally appropriate curriculum and professional practices. Students who do not earn a grade of C+ or above in EDU 109

must repeat the course. Prerequisites: Early Childhood Education majors: Grade of C+ or above in EDU 101, EDU 103; a 2.5 average in program major courses, 2.5 CPA and/or permission of the Internship Coordinator. Education Studies majors: Grade of C+ or above in EDU 103; a 2.5 average in program major courses; a 2.5 CPA and/or permission of the Internship Coordinator. Writing intensive course. 3 credits (Fall/Spring)

EDU 201 – Child and Adolescent Literature

A study of development of child and adolescent literature with emphasis on folklore, fiction, biography, realism, poetry, and informational books; reading interests of children; storytelling; bibliography. Prerequisite: Summer reading list required prior to beginning of course. Students who do not complete required reading of 300 books will not be allowed to enroll in the course. 3 credits (Fall)

EDU 207 – Literacy and Language Arts

Auditory processes, visual development, language acquisition as prerequisites to learning to read and the development of literacy. Exploration and analysis of experiences for preschool and elementary school aged children related to listening, speaking, reading, and writing. Examination of current research and theory included. 3 credits (Spring)

EDU 209 – Internship II

Further development and refinement of classroom teaching techniques and practices take place during a second supervised classroom experience in an early childhood education program (infants through Grade 3). In addition to presenting age appropriate activities, students implement a unit/theme plan, a learning center and conduct a child study. Seminars include topics related to professional practices, teaching resources and career search preparation. Students who do not earn a grade of C+ or above in EDU 209 must repeat the course. Prerequisite: Completion of EDU 109 with a grade of C+ or above; a 2.5 average in program major courses, 2.5 CPA and/or permission of the Internship Coordinator. Writing intensive course. 3 credits (Fall/Spring)

EDU 211 – Nature and Needs of the Exceptional Learner

A study of the causes and educational, social, and vocational implications of disabilities. Individuals with disabilities who exhibit differences in intellectual characteristics, social/emotional behaviors, communication abilities, and multiple disabilities are examined. Major topics include identification, classification, and characteristics of disabilities. Challenges faced by individuals with disabilities and their families, as well as one's own feelings toward individuals with disabilities will be explored. Current theories and trends of working with and educating individuals with disabilities are investigated. Historical background and legal trends are discussed. Writing intensive course; some classes offered online. 3 credits (Fall/Spring)

EDU 215 – Administration of Early Childhood Programs

An analysis of management and its functions in a day care center or nursery school. Consideration is given to the interlocking nature of these functions and the principles which are the basis of preschool education. Attention is given to the impact of the external environment on the managerial role of preschool. Prerequisite: EDU 109 or permission of instructor. 3 credits (Spring)

EDU 222 – Infant and Toddler Curriculum and Methods

Application of principles, methods, activities and techniques used for guided development in infancy and toddlerhood. Topic areas include but are not limited to: sensory motor development, psycho-physical development, cognitive development, language development and social emotional skills. Developmentally appropriate practices are applied to each area of development. 3 credits (Spring)

EDU 227 – Education and the Urban Community

The course examines urban schooling from contemporary, philosophical, sociological, economic, and political perspectives. Factors such as language, ability, socioeconomic class, ethnicity, race, gender, and family make-up are introduced through critical perspective to explore how factors influence and shape urban education. Topics including sensitivity to diversity, classroom management, differentiated instruction, parent involvement, and academic motivation are addressed through current research, active learning, and fieldbased research. 3 credits (Spring)

EDU 275 – Teaching Music Methods

Principles and practices of teaching music to children from preschool to middle childhood. Emphasis will be placed on child development theories, how music impacts brain development, children's learning styles and research in music education. Current instructional methodologies, planning, techniques, materials, resources and assessments will be explored. Strategies and skills for teaching music to children will be developed. 3 Credits (Spring)

ENG 100 – Critical Literacy

A course featuring intensive individualized instruction to develop critical literacy knowledge and skills. The course emphasizes college-level writing, vocabulary, reading comprehension, the reading process, and critical analysis of college-level reading. Placement is based upon initial entrance assessment criteria. Course not applicable toward degree requirements. Requires a grade of C or above for advancement to ENG 101. 3 credits (Fall/Spring)

ENG 101 – English Composition

An intensive course in composition designed to increase the student's ability to organize, express and develop ideas and experience. Also included is a study of the library and its resources, and procedures in preparing and writing a research paper. Writing intensive course. 3 credits (Fall/Spring)

ENG 102 – Introduction to Literature

Study and appreciation of literature through interpretive readings of prose, poetry and drama, and written and oral responses to literature. Prerequisite: ENG 101. Writing intensive course. 3 credits (Fall/Spring)

ENG 210 – American Literature I

This course is a survey of American literature from its origins to 1865. Students will read poetry and prose by authors representing a variety of experiences in the founding and development of the American colonies and the United States. Major literary movements, critical debates, and historical issues will be addressed. Writing intensive course. Prerequisite: ENG 102, or a grade of B or above in ENG 101. 3 credits (Cycled)

ENG 212 – American Literature II

This course is a survey of American literature from 1865 to the present. Students will read poetry, drama, and prose by authors representing a variety of experiences in the history and development of the United States since the Civil War. Major literary movements, critical debates, and historical issues will be addressed. Writing intensive course. Prerequisite: ENG 102 or a grade of B or above in ENG 101. 3 credits (Cycled)

ENG 214 – Public Speaking

An introduction to communication theory with an emphasis on verbal and nonverbal communication including interpersonal, intergender and intercultural communication, as well as public speaking for various purposes and situations. Frequent experiences speaking to a group. Prerequisite: ENG 101 or equivalent. 3 credits.

ENG 221 – Introduction to Creative Writing

Guided student writing in imaginative expression; individual and group analysis of each student's writing; and techniques of literary criticism applied to student writing are explored. Prerequisite: ENG 101. Writing intensive course. 3 credits (Cycled)

ENG 249 – Introduction to Journalism

Study of techniques used in print journalism. Instruction and practice in writing various types of news stories. Discussion of journalistic ethics, first amendment rights, the press' role in society, and its relationship with the government. Prerequisite: ENG 101. Writing intensive course. 3 credits (Cycled)

ENG 251 – The Craft of Poetry

This course introduces students to the formal properties and linguistic practices associated with poetry. Students will read, write about and compose poetry in different forms, understanding and experimenting with a variety of rhythmic patterns, poetic techniques, and word choices. They will have the opportunity to share and workshop original poems. A writing intensive course. Prerequisite: ENG 221. 3 credits.

ENG 260 – Acting I

The basic principles of acting are presented. Emphasis is on character development in narrative film including how to make heroes likeable, whether they are villains or heroes. Creating characters to whom viewers relate is explored. 3 credits (Fall)

ENG 261 – Advanced Composition and Research

Advanced Composition and Research builds off of the foundational writing and communication skills students learned in English 101: English Composition, but focuses more specifically on information literacy—finding, evaluating, and incorporating research into student writing. Students will learn how to conduct extensive research, using library and internet resources; think critically about and evaluate the appropriateness of the research they find, depending on their purpose and audience; and use sources for writing in a variety of rhetorical modes, complying with MLA guidelines regarding academic honesty and correct documentation. Special emphasis will be placed on argumentative writing. A writing intensive course. Prerequisite: ENG 101. 3 credits.

ENG 270 – Introduction to Greek and Roman Mythology

This course is an introduction to classical mythology, examining some of the major myths from the Greek and Roman worlds as they have been represented in art and literature. The course will also involve the exploration of certain themes that run through Greek and Roman myths by studying some of the many stories of gods/goddesses and heroes/heroines. The course will also examine the myths' relevance to Greek and Roman cultures as well as popular culture in today's world. Writing intensive course. Prerequisite: ENG 102 or a grade of B or above in ENG 101. 3 credits (Cycled)

ENG 271

This course builds on the foundations established in the Introduction to Creative Writing course by offering students an in depth exploration of the essential steps involved in writing, revising, and presenting their own fiction, including character development, scene structure, dialogue and dramatic tension as they build toward the construction and revision of short stories, novellas, etc. In addition, students will be reading and critiquing the work of both their peers and professional writers. The intensive workshop is complemented by the study of established writers, in exploration of appropriate contemporary techniques and approaches used in the genre. The course allows students to become familiar with principles and practice of fiction through reading assignments that are based on the premise that, to be a good writer, students must be perceptive readers and critics, as well as have knowledge of literary techniques. A writing intensive course. Prerequisite: ENG 221. 3 Credits.

ENG 316 – Contemporary World Literature

Study and appreciation of contemporary world literature through recurring literary themes, motifs and patterns. Prerequisite: ENG 210, or 212; Students earning a grade of B or above in ENG 101 may opt to take ENG 316 in place of ENG 102. Writing intensive course. 3 credits (Cycled)

ENG 322 – British Literature

This course covers selected works in British literature. Emphasis is placed on historical background, cultural context, and literary analysis of selected prose, poetry, and drama. Upon completion, students should be able to interpret, analyze, and respond to literary works in their historical and cultural contexts. A writing intensive course. Prerequisite: ENG 101; students who receive a grade of B or above in ENG 101 may opt to take this course in place of ENG 102. 3 credits (Cycled)

ENG 330 – African American Literature

The course introduces students to prominent authors and major themes of the African-American literary tradition. The major genres, including slave narratives, autobiography, and poetry, among others, are examined. Major historical movements including the Harlem Renaissance and Black Arts Movement are explored. The literature is analyzed in historical context allowing examination of how the literature was influenced by and responded to conditions of African-American life at different moments in American history. Writing intensive course. Prerequisite: ENG 101; Students earning a grade of B or above in ENG 101 may opt to take ENG 330 in place of ENG 102. 3 credits (Fall)

ENG 340 – Exploration in Cinema

A critical viewing and intense analysis of selected significant modern films. An emphasis on establishing critical, artistic and intellectual guidelines for appreciating the most visible and accessible of contemporary art forms. Writing intensive course. Prerequisite: ENG 101. 3 credits (Cycled)

ENG 345 – Writing for Publication

An advanced writing course introducing students to journalistic skills and techniques blended with creative writing and advanced research skills. The course prepares students for a variety of positions as a fashion writer. Writing intensive course. Prerequisite: ENG 101, ENG 102. 3 credits (Fall)

ENG 351 – Creative Non-Fiction

Creative non-fiction is a hybrid of literary and narrative non-fiction, a genre that includes such subsidiary forms as the personal essay, the memoir, the nature essay, the science essay, the critical essay, the social issue essay, the travel essay, and literary reportage; it applies to non-fiction the principles of storytelling usually associated with fiction. Students will study the genre and craft of creative non-fiction writing through assigned readings of contemporary non-fiction and additional readings to illustrate the field. They will deepen their understanding of this genre, including its sub-genres, through readings, written assignments, and class discussions of those readings. Writing tasks will offer the opportunity to write creative non-fiction and to receive feedback on these writings. A writing intensive course. Prerequisite: ENG 221. Recommended to be taken concurrently with ENG 221. 3 credits.

ENG 390 – Selected Topics in Literature: Western New York Writers

The course focuses on writers who have lived, taught, or written novels, short stories, plays, or poetry while in the Western New York area. The course is designed for enthusiasts of reading, discussion, and Buffalo's literary history. Writing intensive course. Prerequisite: ENG 101. Students earning a grade of B or above in ENG 101 may opt to take ENG 390 in place of ENG 102. 3 credits (Cycled)

ENG 409 – Internship

This course provides students with a supervised work experience allowing the student to apply classroom learning to explore a career and to develop work related skills in the field of journalism, grant writing, copy writing, editing, advertising or other. Possible sites might include publishing company, newspaper, local news bee, advertising agency, not for profit organization, business or other site which would engage the student in researching, writing, editing, and finalizing production of written materials for various audiences. Individualized work assignments, journaling and collegial discourse with a faculty supervisor will reflect and contextualize the student's professional experience. The student will be expected to analyze principles and problems as well as investigate current practices and new trends in the field. The projects completed during the student's professional experience will be integrated into the student's professional portfolio. The student will complete a minimum of 130 hours of work at his or her internship site and a write a final project. Prerequisite: ENG 261, ENG 351, and permission of the instructor of the internship. Must have a minimum GPA of 3.0. 3 credits.

ENG 430 – Introduction to Women's Literature

A survey course to engage students in an attempt to isolate and define a distinctly female tradition in literature. Course will introduce students to the style and content of women's fiction, poetry, drama, and nonfiction and analyze the way in which women define their experiences. Writing intensive course. Prerequisite: ENG 101; Students earning a grade of B or above in ENG 101 may opt to take ENG 430 in place of ENG 102. 3 credits (Fall)

ENG 441 – Creative Writing and Literature Intensive Study

This course offers advanced Creative Writing and Literature students intensive, individualized instruction as a culmination of their studies in the program and as a precursor to writing their senior theses. Instructors will develop common reading and writing assignments that require students to investigate selected literary topics, but will also work collaboratively with students to tailor assignments to individual interests, particularly as they relate to the student's development of a senior thesis project. Writing intensive course. Prerequisite: Two of ENG 251, ENG 271, or ENG 351; and one literature course at the 300-400 level. 3 credits.

ENG 451 – Senior Thesis Seminar

Restricted to Creative Writing and Literature students in their final semester. Senior Thesis Seminar provides students individual instruction and peer critiques as they prepare and complete their senior theses. The course offers students guidance and support in planning the writing of the capstone thesis and frequent and individualized responses from instructors and peers during the composing and revising process. Depending on their interests,

students will produce a highly informed academic thesis, prepare a publication-ready manuscript of creative writing, or develop a project that combines the two. Writing intensive course. Prerequisite: Successful completion of ENG 441 and permission of the Program Director. Thesis proposals must be approved by the course instructor and all full-time Creative Writing and Literature faculty members. Writing intensive course. 3 credits.

FDM 101 – Introduction to the Fashion Industry

An overview of the fashion apparel industry and the scope of various career pathways. Students examine and explore options within the industry while developing skills in portfolio building, resume writing, and job interviewing. Opportunity is provided for students to evaluate strengths and interests related to career choices. Group exercises focus on apparel merchandising and retail positions, professional ethics, and goal achievement. Skills in team-work and creative problem solving are integrated within the course to allow students to formulate negotiation and communication skills. For program major or minor requirements, a grade of C or above is required for successful completion. 3 credits (Fall)

FDM 102 – Elements of Fashion Design

The course defines and examines the current relationship among processes in the overall apparel product development cycle, from inception of ideas to delivery of finished products. Relevant case studies are examined. Vocabulary used in the fashion industry is stressed. Technological applications are reviewed with regard to product construction through to delivery. All necessary elements are explored in relationship to creating and producing an apparel line. The tools needed via styling, construction and costing are examined. Fabrication and findings (trims) are discussed in terms of production costs and times. Delivery sequence within seasonal collections is explored as are regional assortments within a line. The student will create a line complete with inspirational visuals, flats and detailed information on the customer focus. For program major or minor requirements, a grade of C or above is required for successful completion. 3 credits (Spring)

FDM 103 – History of Fashion Design

An overview of the history of costume in the western world. Depictions of costume from original source materials within the period are elaborated. Identification of garments of the period is highlighted with contemporary terminology as relevant. The historic and political context influencing style of dress within the time frame, as well as available fabrics of the period, are explored. For program major or minor requirements, a grade of C or above is required for successful completion. 3 credits (Fall)

FDM 105 – Sewing Techniques

The course provides students with a basic knowledge and understanding of apparel production operations. An overview of the basic industrial equipment and its application provides students with the concepts of production, efficient and cost effective methods, and quality control. How operations affect design decisions and the final costing of a garment are elaborated. The course supplements courses on flat pattern making, textiles, and draping. The course allows an exploration of general operations and progresses to more specific technical applications. For program major or minor requirements, a grade of C or above is required for successful completion. A studio course. 3 credits (Spring)

FDM 110 – Textiles

The nature of textiles, the textile industry, and applications within the apparel industry are explored. Emphasis is on fibers, yarn, and fabrics, including natural and manmade varieties. For program major or minor requirements, a grade of C or above is required for successful completion. 3 credits (Spring)

FDM 201 – Introduction to Fashion Sketching

An introduction to the basics of fashion drawing. Includes drawing and sketching utilizing the nude and clothed human form, as well as three dimensional objects within the fashion accessory category. A studio course emphasizing use of a variety of media including pencil, marker, and ink. For program major or minor requirements, a grade of C or above is required for successful completion. A studio course. Prerequisite: ART 103. 3 credits (Fall)

FDM 202 Designer Sketchbook

This course develops students' fashion product research and design development skills through a series of research projects both studio-based and involving primary research on research field trips. Students will be encouraged to explore areas such as art, architecture and world cultures to inspire creative fashion design across a range of fashion products and market levels. Students will be introduced to fashion design terminology, visual communication techniques and the design process as practiced in the fashion industry. Students will produce a fashion designer sketchbook that can be used in their subsequent fashion design projects. For program major or minor requirements, a grade of C or above is required for successful completion. A studio course. 3 credits (Fall)

FDM 208 – Fashion Analysis and Trends

The course defines the logistics and implementation of the adoption process of trending for apparel design. Analysis of current trends, identification of consumer segmentation, specific market needs, and interpretation of research are included. Emphasis is on research, organization, analysis, interpretation and presentation. For program major or minor requirements, a grade of C or above is required for successful completion. Prerequisite: ART 103. 3 credits (Spring)

FDM 213 – Fashion Merchandising

An introduction to the fundamentals of apparel merchandising. The sequential order of marketing fashion from concept to consumer is analyzed. Identification of business practices, differentiation of international fashion centers, and global sourcing procedures are included. The course provides a comprehensive study of the creation and development of a new fashion apparel product, including examination of raw materials, production, and creative merchandising processes. For program major or minor requirements, a grade of C or above is required for successful completion. Prerequisite: FDM 101. 3 credits (Spring)

FDM 215 – Visual Merchandising

An exploration and development of techniques within the visual merchandising field of fashion apparel. Emphasis is on critical implementation of three-dimensional visual displays. Technical terms of the trade are highlighted. Generating sales through effective use of props, backgrounds, and themes is explored. Communication with the consumer

is stressed. Logic and creative problem solving with regards to budget, safety, and strategic planning are elaborated. Creative and artistic thinking are identified, analyzed, and evaluated with regards to practical applications. For program major or minor requirements, a grade of C or above is required for successful completion. Prerequisite: ART 103. 3 credits (Fall)

FDM 218 – Advanced Sewing Techniques

The course builds on basic skills learned in Sewing Techniques and provides students with more complex and detailed applications of apparel design sewing. A variety of fabrications including outerwear and intimate apparel fabrics are included. Students explore the techniques for apparel design sewing, including insets of contrasting fabrics, matching of print or pattern fabrics, gage and thread variations for weights of fabrics, and skills necessary for sewing woven and knit fabrications. Specialized methods for sewing 'high-tech' fabrics are explored. For program major or minor requirements, a grade of C or above is required for successful completion. A studio course. Prerequisite: FDM 105. 3 credits (Spring)

FDM 221 – Flat Pattern and Grading

The course provides the elements for a sequential method of producing innovative apparel designs through the development of flat patterns. Steps for producing a flat pattern through a flat sketch to completed pattern are practiced. Basic principles for producing effective apparel designs through pattern manipulation are explored. Practice problems are examined throughout each area of garment design to develop and encourage further explorations of the pattern process. Terminology and pattern manipulations allow students to develop and perfect garment design, as well as enhance individual design techniques. The mechanics of pattern making, grading and production of proper fit for a variety of customers are explored and practiced. For program major or minor requirements, a grade of C or above is required for successful completion. A studio course. Prerequisite FDM 105. 3 credits (Fall)

FDM 225 – CAD I Color and Print

The course introduces contemporary textile design methods and applications as practiced in the fashion and textiles industry and equips students with the fundamental skills to facilitate fashion and textile design using digital media. Concepts and terminology relating to color and print design are elaborated and practiced. References and descriptions of systems currently used in the industry are discussed. Textile design processes utilizing digital media are demonstrated followed by exercises that provide hands-on, problem-solving experiences in order to develop skills relevant to designing fashion textiles across a range of customer types and market levels. For program major or minor requirements, a grade of C or above is required for successful completion. A studio course. Prerequisite: ART 103. 3 credits

FDM 301 – Marker Rendering

The necessary skills to translate creative design ideas into visual images are emphasized. Techniques in rendering design concepts in fashion apparel, accessories, and interior design using color markers and paper are the focus of the course. Spontaneity and accuracy for quickly illustrating a variety of designs within the product development industry are

central to the course. Demonstrations are linked to assignments that insure development of advanced techniques and challenge students. Line, color, and mixed media are demonstrated to allow students to progress in a logical time frame from simple to more complex design rendering. Focus on control allows students to adapt a minimum of tools for maximum effects. For program major or minor requirements, a grade of C or above is required for successful completion. A studio course. Prerequisite: ART 103, FDM 201. 3 credits (Fall)

FDM 306 – Tailoring Techniques

The course provides students with classic methods of tailoring for women's garments. Construction techniques necessary for proper fit and application of techniques are demonstrated and practiced. Detailed instruction for adapting patterns, fabric selection, exact fit, measurement, and alterations are explored. Variations of a classic jacket, skirt, and pant are examined to allow students to creatively respond to design and styling options. For program major or minor requirements, a grade of C or above is required for successful completion. A studio course. Prerequisite: FDM 218. 3 credits (Fall)

FDM 312 – Fashion Accessories

The course provides students an in-depth study of fashion accessories for women's and men's applications. Career opportunities, various accessory categories, historic and contemporary studies, trend application, product knowledge and industry examination for logistical business knowledge are explored. Materials used for accessories and the flow and cycle of each category are examined in relation to social, economic, and environmental influences. For program major or minor requirements, a grade of C or above is required for successful completion. Prerequisite: FDM 208. 3 credits

FDM 314 – Fashion Retail Buying

The course provides students with mathematical applications related to retail buying. Planning merchandise buys, development of classifications and sub-classifications with details of units, price line, size, fabrications, and color are included. Product development and private label merchandise in relation to buying plans and assortments are explored. Profit and income statements in the retail establishment are emphasized. For program major or minor requirements, a grade of C or above is required for successful completion. Prerequisite: FDM 205, FDM 213. 3 credits (Fall)

FDM 318 – Draping

Focus is on developing skills related to the principles and methods of draping. Application of principles with draping techniques is stressed. Essential techniques in design projects are emphasized. Design and fabric are analyzed to insure development of knowledge and confidence in progressing from basic garments to advanced projects. Muslins, grain line placement, draping steps, trueing the muslin pattern, fitting analysis and corrections, and the final paper pattern are included. Skills are applied to various aspects of garments from the basic dress foundation to shirts, blouses, skirts, pants and jackets. Vocabulary related to draping is explored. For program major or minor requirements, a grade of C or above is required for successful completion. A studio course. Prerequisite: FDM 110, FDM 218. 3 credits (Fall)

FDM 340 – Fashion Illustration

The course provides development of skills necessary for rendering fashion illustration. The elements of the garment and the figure are identified utilizing various media used within the apparel industry for fashion illustration. The exploration of concepts including manipulating the figure, drawing draped garments, and creating flats are referenced. Methods for drawing the turned and profile figure are examined. Sketching the walking figure and various techniques necessary for rendering fabrics and trims common to the apparel industry are developed for professional, finished portfolio collections. For program major or minor requirements, a grade of C or above is required for successful completion. A studio course. Prerequisite: ART 103, FDM 201, FDM 301. 3 credits (Spring)

FDM 401 – Fashion Show Production and Promotion

The course explores vital logistics in the production of a fashion show from concept to finish. Planning and execution of a professional show using a chronological time frame from inception to completion are emphasized. Promotion, themes, layout, lighting, music, garment selection, accessorizing, model selection, fittings, rehearsals, backstage staffing, the event proper, and evaluation are included. Emphasis is on demonstration and critique processes. For program major or minor requirements, a grade of C or above is required for successful completion. A studio course. Prerequisite: Senior Level Course. 3 credits (Fall)

FDM 402 – Couture Techniques

The course provides the background of couture ateliers and the techniques of workmanship necessary for understanding the production of an haute couture collection. The history of 20th century designers of couture are explored as a context to exploring contemporary couture. The expertise of cutting, hand sewing, beading, appliqué, seam and hem finishing, pocket construction, pressing and finishing are explored. Sewing, finishing, and pressing techniques are demonstrated. Fabric selection, costing and 'target market' applications are discussed. For program major or minor requirements, a grade of C or above is required for successful completion. A studio course. Prerequisite: FDM 306. 3 credits (Fall)

FDM 404 – Senior Portfolio

The course allows students to apply essential skills and techniques to professionally finish a portfolio that reflects students' knowledge, skills, creativity, problem solving, and presentation capabilities. Selections of students' work from studio courses will be evaluated with respect to creative content, professionalism, media, and techniques for inclusion in a final portfolio. The focus is on preparing to enter a competitive career market. Presentation techniques are emphasized for portfolio presentation and verbal skills necessary for interviewing within the industry job market. For program major or minor requirements, a grade of C or above is required for successful completion. A studio course. Prerequisite: Senior Level Status. 3 credits (Spring)

FDM 409 – Internship

An initial supervised work experience in a local, national, or international fashion design-related firm that permits students practical application of professional knowledge and skills. Prerequisite: Senior status, industry standard portfolio, and satisfactory academic standing. 3 credits (Spring)

FDM 410 – Knit Stitch and Print

The course explores textile design through focused workshops in knit stitch and print. Students will be introduced to both hand and specialist machine techniques for surface decoration of fabrics as practiced in the fashion industry. Students will expand their knowledge of textile terminology, yarns, threads and print media in order to develop a series of fashion textile design samples. For program major or minor requirements, a grade of C or above is required for successful completion. A studio course. Prerequisite Senior Level Course. 3 credits (Fall)

FDM 416 – Senior Capstone Show

The course synthesizes learning and develops techniques and skills explored throughout the student's career. The course builds on concepts introduced in FDM 401 Fashion Show Production and Promotion and provides individual advisement to facilitate the completion of a major independent project within the fashion design or merchandising area. The project is to be defined with the guidance of the instructor and presented in a fashion runway and static show. Students will document their progress through a written narrative and reflective self-evaluation for assessment. Students will be required to present and defend their project at a critique with faculty members and industry representatives. A studio course. For program major or minor requirements, a grade of C or above is required for successful completion. Prerequisite: FDM 401, Senior level status. 3 credits (Spring)

FRE 101 – Beginning College French I

Introduction to French for beginners. Development of speaking, listening, writing, and cultural awareness through a communicative approach is stressed. Proficiency target level: novice high. Prerequisite: High school equivalents. 3 credits (Fall)

FRE 102 – Beginning College French II

A continuation of Beginning College French I that focuses upon speaking, listening, writing, and cultural awareness using a communicative approach. Proficiency target level: novice high. Prerequisite: FRE 101 or high school equivalents. 3 credits (Spring)

FRE 201 – Intermediate College French I

Intermediate College French I is designed for students who completed an introductory course at the college/university level, or three years of high school French. Focus is on grammar introduced through French literature, expansion of vocabulary, contextualized activities, speaking, reading, and written composition. Proficiency target level: novice high. Prerequisite: FRE 102 or equivalent of three years of high school French. 3 credits (Fall)

FRE 202 – Intermediate College French II

Intermediate College French II is a continuation of Intermediate College French I with focus on grammar introduced through French literature, expansion of vocabulary, contextualized activities, speaking, reading and writing composition. Proficiency target level: novice high. Prerequisite: FRE 201. 3 credits (Spring)

GRA 103 – Fundamentals of Graphic Design

An introductory studio course exploring basic design theory and practice. Emphasis will be placed on two-dimensional composition and visual expression, word/image relationships, drawing and graphic translation. Attention will also be given to problem solving, design history and terminology, tool usage, studio practice, and craft. Basic understanding and knowledge of Macintosh Operating System, as well as industry standard software will be explored. For program major or minor requirements, a grade of C or above is required for successful completion. 3 credits (Fall)

GRA 106 – Typography

This studio course is an introduction to the fundamentals of typography as a critical skill for communication design practice. Topics include: history of writing systems and typography, anatomy of type, basic type measurements, five families of type, copyfitting, type arrangement and grid structure, typography for optimal readability and typography as interpretation. The use of the computer and related software will also be explored. For program major or minor requirements, a grade of C or above is required for successful completion. Prerequisite: ART 101 and grade C or above in GRA 103. 3 credits (Spring)

GRA 207 – Professional Practices and Advanced Processes

This course will provide students with a strategy for creating differentiated brand-based print and digital portfolios, as well as, a professional resume packet. Students will explore a full spectrum of career building skills including marketing and interviewing strategies, networking, professional memberships, and career options. Students will also gain exposure to the business side of the graphic design profession including client relations, social responsibility, ethics, and copyrights. Preparation for effective acquisition, management, and benefit of freelance design work will also be covered. For program major or minor requirements, a grade of C or above is required for successful completion. Prerequisite: Grade C or above in GRA 106. 3 credits (Fall)

GRA 209 – Sophomore Internship

This course gives the student the opportunity to integrate classroom learning with off-campus work experience in the graphic design field. Students will be required to keep a learning journal to analyze and evaluate the intersections of academic and professional issues. The instructor/advisor use employer evaluations, completed journal, and project reviews to help guide students toward appropriate career objectives. The position must be supervised and expose the student to some aspect of the graphic design profession. The student must complete a minimum of 140 hours within this position. Students will be required to attend a series of six (6) seminars throughout the semester to discuss job search strategies, performance and performance evaluations. Prerequisite: Grade of C

or above in GRA 207, GPA of 2.0 or above in area of concentration. Completion of 12 hours of designated course work and permission of Internship Coordinator. In addition to the requirements noted above, students are required to have a complete resume package and portfolio. 3 credits (Fall/Spring)

GRA 221 – Visual Communication

This studio course explores the principles, theories, and language of visual communication, emphasizing the evaluation and use of images in mass media. By integrating words and pictures in mass communication students gain a greater appreciation of our visual world. This course will also help you explore the idea that the powerful visual messages we retain over our lifetime can affect our culture and our understanding of the world around us. By the end of the semester, students should be able to look at images created in different media and evaluate them from multiple perspectives and be able to demonstrate basic knowledge about the history of visual communication; personal, cultural, critical and ethical perspectives in visual communication; and the principles of visual design. For program major or minor requirements, a grade of C or above is required for successful completion. Prerequisite: Grade of C or above in GRA 106, PHO 201. 3 credits (Fall)

GRA 222 – Print and Publication Design

This studio course looks at the design of magazines, newspapers, and other serial forms of print publication. Concepts regarding format, identity, audience, and content development are addressed and students build their skills in typography, layout and photo editing. Students will develop an understanding of design, layout and pre-press standard practices and the organization of information from initial concepts to final production and will concept, design, and produce a variety of print publications from brochures to magazines. Lectures will cover history of marketing publications, information systems, modern publication design and integrated marketing strategies and executions, production standards and designer/art director role in publication concept, design and production. For program major or minor requirements, a grade of C or above is required for successful completion. Prerequisite: Grade of C or above in GRA 221. 3 credits (Spring)

GRA 240 – Web Design

Students will gain an understanding of the fundamentals of developing static and interactive Web content. Basic web technologies such as HTML, eXtensible HyperText markup Language (XHTML), Cascading StyleSheets (CSS), and JavaScript programming along with basic graphic and web design techniques in Adobe Photoshop and GoLive will be covered. In addition, students will learn how to create dynamic animated and interactive web content using Adobe Flash, the industry's most advanced authoring program. This is a studio course. For program major or minor requirements, a grade of C or above is required for successful completion. Prerequisite: Grade of C or above in PHO 201 or permission of the instructor. 3 credits (Spring)

GRA 301 – History of Graphic Design

An introductory course exploring the evolution of graphic communication from prehistory through postmodern design and the digital revolution. Students will explore an understanding of the places, people, events, historical and cultural factors, along with

the technological innovations that have influenced the development of graphic design into the practice that it is today. The course also provides and historical awareness and a meaningful context for young designers to evolve and contribute in positive ways to the society where they live and work. For program major or minor requirements, a grade of C or above is required for successful completion. Prerequisite: Grade of C or above in GRA 106, ART 204. 3 credits (Fall)

GRA 306 – Advanced Typography

Expanding on the skills and knowledge acquired in Typography, this studio course explores the dynamics of type in context. Through advanced problem solving, students will explore type as the visual representation of language, typographic hierarchy, formal values (syntax) of letterforms and typographic grid as a principle of organizing systems for providing meaningful structure. Emphasis is placed on the relationship between individual creative and critical thinking skills and the designer's role within professional, cultural and historical context. For program major or minor requirements, a grade of C or above is required for successful completion. Prerequisite: Grade of C or above in GRA 106. 3 credits (Spring)

GRA 311 – Advertising Design

In this studio course students will learn the principles of the advertising design from both a creative and business perspective. Classroom sessions will focus on working as part of a creative team developing strategies, creative briefs, and advertising campaigns in a variety of media and formats. Students will also learn and develop the necessary skills to become a marketable art director by collaborating with photography students, directing design and production artists. For program major or minor requirements, a grade of C or above is required for successful completion. Prerequisite: Grade of C or above in GRA 221. 3 credits (Spring)

GRA 321 – Advanced Visual Communications

This studio course expands on the knowledge acquired in Visual Communications and examines advanced concepts in visual communication with an emphasis on information design. Students will explore principles of human perception, along with concepts of usability design. Researching techniques, data collection for audience-specific modeling will be explored. Effective writing and navigational principles for information design projects will be explained and discussed. By the end of the semester, students will be able to create effective information graphics in the form of graphs, diagrams, maps, poster, signage and web site interfaces. Prerequisite: Grade of C or above in GRA 222. For program major or minor requirements, a grade of C or above is required for successful completion. 3 credits (Fall)

GRA 340 – Advanced Web Design

This studio course expands on the skills and knowledge acquired in Web Design. Using Flash, the industry's most advanced authoring environment, students will learn how to create dynamic interactive web content. Time-based animation, including the use of text, graphics, video and sound, along with intermediate and advanced ActionScript programming will be explored. For program major or minor requirements, a grade of C or above is required for successful completion. Prerequisite: Grade of C or above in GRA 240 or permission of the instructor. 3 credits (Fall/Spring)

GRA 409 – Senior Internship

This course provides students an opportunity to integrate classroom learning with off-campus work experience in the graphic design field. In addition to keeping a learning journal to analyze and evaluate their experiences, students must compile and present to faculty a portfolio of their work completed during internship. The position must be supervised and expose the student to some aspect of the graphic design profession. The student must complete a minimum of 140 hours within this position. Students will be required to attend a series of six (6) seminars throughout the semester to discuss job search strategies, performance and performance evaluations. Prerequisite: Grade of C or above in GRA 207 and GRA 415 or GPA of 2.0 or above in area of concentration: completion of 12 hours of designated course work and permission of Internship Coordinator. 3 credits (Fall/Spring)

GRA 415 – Senior Portfolio Review

This class is devoted to the development of individual senior portfolios. Here, students will combine their most successful work from previous semesters along with new works to create professional portfolios. A senior exhibition is required for graduation and portfolios will be evaluated by all full-time faculty members, as well as industry professionals. Each student will complete a job search strategy, a revised identity system, resume package, self-promotional marketing tools such as a personal website, and interactive (digital) portfolio. This is a studio course. For program major or minor requirements, a grade of C or above is required for successful completion. Prerequisite: Grade of C or above in GRA 306, GRA 311. 3 credits (Fall)

GRA 417 – Production Design

This studio course is designed to give students an understanding of how print production functions within the graphic design industry. Topics covered include planning, estimating and scheduling projects, as well as preflight and prepress processes. Also explored and discussed will be printing processes, binding and finishing, cross platform and proofing issues, and production tips using industry standard applications like Adobe Photoshop, Illustrator, and InDesign. Students will work on a major project from concept to final printed piece. For program major or minor requirements, a grade of C or above is required for successful completion. Prerequisite: Grade of C or above in GRA 306, GRA 311. 3 credits (Fall)

GRA 422 – Senior Project

In this course, students will develop a semester-long major project defined with the guidance of their instructor. The senior project allows the student to develop a unique body of work that is packaged in exhibit, book, or interactive form. Students will be required to prepare, present, and defend their project to members of the faculty. The thesis culminates in a visual project accompanied by a written narrative. Production values, technical sophistication, conceptual thinking, critical analysis, written communication and presentation skills will be emphasized and used as grading criteria. This is a studio course. For program major or minor requirements, a grade of C or above is required for successful completion. Prerequisite: Grade of C or above in GRA 415, GRA 417, or permission of the instructor. 6 credits (Spring)

GRA 425 – Business of Graphic Design

This course is an in-depth study of the business aspects of the graphic design profession. Students will explore professional business conduct, including client relations, social responsibility, ethics, copyright law, pro bono work, networking, and marketing techniques. Project management, development of presentation materials, freelancing, contracts, pricing, bidding and cost estimates will be emphasized. Strategies for time management, including scheduling and workflow will be explored. For program major or minor requirements, a grade of C or above is required for successful completion. Prerequisite: Grade of C or above in BUS 211, BUS 232, GRA 417. 3 credits (Spring)

HIS 101 – World Civilizations I

Topics include the dawn of history; Egyptian, Greek, Roman, Indian and Chinese civilizations; Classical Era including Hellenistic and Roman World; Middle Ages including Byzantine, Islamic and early Western World; and early Modern World including Renaissance, Reformation and the Commercial Revolution. 3 credits (Cycled)

HIS 102 – World Civilizations II

Topics include the age of absolutism, the Intellectual Revolution of the Seventeenth and Eighteenth centuries, the Industrial Revolution and its consequences, Rise of Liberalism and Nationalism, World Wars and the emergence of Third World Nations, new power relationships, and problems of world civilizations. 3 credits (Cycled)

HIS 201 – History of the United States I

A critical study of social, political and intellectual development of the American people, with emphasis on major developments and issues from Colonial times to the Civil War. Study of original sources. Writing intensive course. 3 credits (Cycled)

HIS 202 – History of the United States II

Social, political and intellectual development of American people continued. Emphasis on major developments and issues from the Civil War to the present. Original sources are studied to provide insight into leading events and personalities. Writing intensive course. 3 credits (Cycled)

IDS 106 – First-Year Seminar

An introductory experience designed to foster understanding of the college environment, introduce students to resources, procedures, and the skills necessary for academic success. Major concepts include personal management; rights, responsibilities, and expectations; active learning; information literacy; and diversity. A mandatory course for first-time first-year students and highly recommended for all incoming students. 1 credit (Fall/Spring)

IDS 205 – Crisis of Belief

A reading and analysis of some shorter works among contemporary authors. Focus on such problems as the existence of God, existential freedom of man, atheism as a purification, the sacred and the profane, and the modern revolt against God. Related activities include film, play or dramatic reading. Writing intensive course. 3 credits (Cycled)

IDS 209 – Senior Internship

The second internship placement for liberal arts students. Designed to provide an opportunity to continue exploration of career objectives. Identification of employer goals, employment opportunities, job qualifications, acquisition of job-related skills and the application of classroom theory in a realistic atmosphere. On campus seminars included. Prerequisite: IDS 109, 2.0 CPA and permission of the Internship Coordinator. 3 credits (Fall/Spring)

IDS 229 Liberal Arts Capstone

This is an interdisciplinary course that requires students to demonstrate the range of skills and competencies they have learned in the Liberal Arts Associate degree programs. The course is organized around a theme of the instructor's choosing, central to the Liberal Arts areas, and it culminates in a major project that integrates the content from students' coursework as well as information literacy, writing, and speaking skills. The course is open to non-majors and is required for Liberal Arts students in the final semester before graduation. Writing intensive course. 3 credits

IND 101 – Introduction to Interior Design I

A foundation course that focuses on a general introduction to Interior Design and the fundamentals of designing. Included is an historical overview of the profession leading to an awareness of contemporary issues, basic design principles and elements and fundamental visual communication techniques. The tools, techniques and principles of architectural drafting, graphic conventions, and lettering will be studied. Freehand and mechanical drawing techniques will be employed to produce scaled drawings and models. Dimensional orthographic and three-dimensional paraline drawing will be used to explore concept and communicate design as well as techniques for producing monochromatic renderings. Distinctions will be made between design process work, client presentation work, construction drawings and shop drawings. For program major or minor requirements, a grade of C+ or above is required for successful completion. A studio course. 3 credits (Fall/Spring)

IND 102 – Introduction to Interior Design II

A foundation course in visual communication techniques, concentration will be on the study of color theory, color schemes for interiors and the preparation of accurate color renderings. Psychological and practical influences affecting the choice of color will be introduced. Students will develop drawing skills and gain an understanding of various rendering techniques through learning to apply texture, pattern and color to their drawings. Students will explore various media including colored pencil, marker and water color. A studio course. Prerequisite: IND 101. For program major or minor requirements, a grade of C+ or above is required for successful completion. 3 credits

IND 110 – Interior Design Studio I

A basic study of interior architecture and design. Projects will focus on various modes of dwelling, theories of place-making, domesticity, and designing for different lifestyles.

Emphasis will be on concept development and the application of theory and principles to explore domestic architecture and interior design. For program major or minor requirements, a grade of C+ or above is required for successful completion. Prerequisite: IND 101. 3 credits (Spring)

IND 115 – CAD 1

A study of the fundamental principles of computer-aided design: drawing, editing, building symbol libraries, dimensioning, plotting, determining spatial relationships and setting up attributes. Projects will relate to the design industry. The potential uses of CAD in interior architecture will be explored. A studio course. For program major or minor requirements, a grade of C+ or above is required for successful completion. Prerequisite: IND 101. 2 credits (Spring)

IND 205 – History of Interior Architecture

A survey of interiors, architecture, art, and furnishings from pre-history to present as expressions of social, economic, political, religious and technological developments. Emphasis is on significant and lasting designs from specific eras and the historical context and influences. Additional emphasis is placed on the evolution of furnishings and an historical overview of the beginnings of the interior design profession. For program major or minor requirements, a grade of C+ or above is required for successful completion. Prerequisite: ENG 101. 3 credits (Spring)

IND 207 – Materials and Surfaces

A survey course exploring the properties, characteristics, installation, costs, and specifications associated with major interior materials. Carpets and rugs, resilient flooring, tile, wall coverings, paint and finishes, textiles, glass, and hardware will be explored. Additional emphasis shall be placed on sustainability. Fire safety testing methods and ratings will be examined to assure code compliance in the built environment. For program major or minor requirements, a grade of C+ or above is required for successful completion. Prerequisite: IND 101. 3 credits (Fall)

IND 208 – Construction and Building Systems

This studio course provides an overview of integrated building systems exploring the interrelationships of construction technology, structures, and environmental control systems as they relate to interior architecture. Structural systems, construction methods, fenestration, as well as HVAC, electrical and plumbing systems are explored. For program major or minor requirements, a grade of C+ or above is required for successful completion. Prerequisite, or Corequisite: IND 101. 3 credits (Fall)

IND 209 – Sophomore Internship

An initial supervised work experience in local agencies, firms or specialized studios to permit practical application of professional knowledge and skills. Prerequisite: IND 210. 3 credits (Fall/Spring)

IND 210 – Interior Design Studio 2

Emphasis will be placed on design for differently-abled and environmentally and socially responsible design. This course will include the steps necessary to complete a residential design project: assessing client needs, space planning, application of the design elements and principles, estimating interior materials, preparation of client presentations and construction documents. For program major or minor requirements, a grade of C+ or above is required for successful completion. Prerequisite: IND 110. 3 credits (Fall)

IND 211 – Interior Design Studio 3

The study of functional planning for commercial interior architecture. Emphasis is placed on understanding the basic building blocks of the design process: Programming, Conceptual Design, Design Development, and Contract Documents with particular concentration on concept development. Additional emphasis is placed on the ways and means of translating and documenting the design process. For program major or minor requirements, a grade of C+ or above is required for successful completion. Prerequisite: IND 210, IND 215. 3 credits (Spring)

IND 212 – Kitchen and Bath Design

Examination and exploration of the major concepts and aspects of residential kitchen and bath design incorporating standards developed by the National Kitchen and Bath Association. For program major or minor requirements, a grade of C+ or above is required for successful completion. A studio course. Prerequisite: IND 110. 3 credits (Fall)

IND 215 – CAD 2

This course is a continuation of the fundamental principles of CAD 1. Prototypes, drawing set-up, smart blocks, attributes, library creation, layering standards, production of multiple drawing sheets, scale manipulation, and line weight plotting techniques form the main focus of this course. A studio course. For program major or minor requirements, a grade of C+ or above is required for successful completion. Prerequisite: IND 115. 2 credits (Fall)

IND 216 – CAD 3

A study of the use of CAD as a three-dimensional design and visualization tool. Basic CAD surface and solid modeling, rendering, and manipulation will be explored as well as the use of third party software and add-ons to enhance modeling capability. A studio course. For program major or minor requirements, a grade of C+ or above is required for successful completion. Prerequisite: IND 215. 2 credits (Spring)

IND 225 – Technology and Design

A computer driven documentation course that examines the holistic use of technology in a modern age of design. Emphasis will be placed on applications for design work documentation including portfolio, presentations, brochures, digital imagery, competition and promotional materials. Course will explore various software, templates and customization techniques. Discussions will center on documentation types and trends in the current design industry. For program major or minor requirements, a grade of C+ or above is required for successful completion. A studio course. Prerequisite: IND 101. 3 credits

IND 235 – Introduction to Fused and Leaded Glass

An introduction to the history of stained glass, including contemporary applications and practical skills. Building techniques including the Tiffany copper foiling process will be covered. Students will develop an understanding of the construction of stained glass windows as well as an understanding of the various types of glass and their uses.

Experiential learning will focus on foiling, fusing and lead soldering techniques. Selected readings on the history of glass will be assigned and a research paper will be required.

For program major or minor requirements, a grade of C+ or above is required for successful completion. Prerequisites: ART 101 or permission of the instructor.

3 credits (cycled)

IND 230 – Sustainable Design

Sustainability is a global issue transcending social, cultural, geopolitical, and economic boundaries. This course will address issues facing the environment and provide examples of evidence that can inform designs. Students will learn the basics of the LEED certification process including the concepts that serve as the basis for the LEED Green Associate exam. For program major or minor requirements, a grade of C+ or above is required for successful completion. 3 credits (cycled)

IND 303 – Furniture Design

A study and exercise in furniture design focusing on creative design, comfort, ergonomics, structure, function, form, mechanisms, aesthetics, construction, and use of material.

Historic and contemporary furniture are studied for inspiration. Students design, model, and construct an original contemporary furniture design, not a reproduction in a historic style. For program major or minor requirements, a grade of C+ or above is required for successful completion. A studio course. Prerequisite: IND 210. 3 credits (Fall)

IND 306 – Safety and Accessibility

Study of model building codes and accessibility requirements as they relate to the design of interior environments. Emphasis shall be placed on occupancy and building construction classifications, fire safety, testing organizations and standards, and the Americans with Disabilities Act (ADA). For program major or minor requirements, a grade of C+ or above is required for successful completion. Prerequisite: IND 210. 3 credits (Spring)

IND 307 – Introduction to Lighting and Acoustics

Acoustics and lighting impact on building design, including form, structure, and materials. Qualitative and quantitative issues in the lighting of space, integration of natural and artificial light, fundamental nature of sound transmission and absorption, and principles of design for an effective acoustic environment. For program major or minor requirements, a grade of C+ or above is required for successful completion. Prerequisite: IND 208.

3 credits (Spring)

IND 308 – Historic Preservation/Restoration

An introduction to the purpose and methods of historic preservation including an overview of the historic background of the State Historic Parks Office (SHPO). Instruction

on restoration techniques includes participation in the restoration process. Emphasis is on reconstruction and rehabilitation. For program major or minor requirements, a grade of C+ or above is required for successful completion. A studio course. 3 credits (Fall/Spring) (cycled)

IND 310 – Interior Design Studio 4

This course emphasizes cultural and social influences on and of design and the implications of practice in a global marketplace. Projects will involve sites outside of the United States and require analysis of applicable design codes and the use of the metric system of measurement. Special attention will be given to using sustainable design methods and technology. Graphic standards, business forms, and conventional Office procedures will be employed. For program major or minor requirements, a grade of C+ or above is required for successful completion. Prerequisite: IND 211. 5 credits (Fall)

IND 311 – Interior Design Studio 5

This course emphasizes design standards and requirements for non-residential design. In-depth programming techniques, client interaction, ADA requirements, and professional ethics will be studied. Additional emphasis shall be placed on ergonomics, privacy, status, Office lighting, and acoustics. Graphic standards, business forms, and conventional Office procedures will be employed. For program major or minor requirements, a grade of C+ or above is required for successful completion. Prerequisite: IND 310. 5 credits (Spring)

IND 320 – Advanced Furniture Design

An advanced exploration of furniture design and construction. Emphasis will be placed on creative design, functional solutions to design issues, use of a variety of materials including sustainable products, and advanced construction techniques and production. Students will design, model, and construct an original contemporary furniture design, not a reproduction in a historic style. For program major or minor requirements, a grade of C+ or above is required for successful completion. Prerequisite: IND 303. A studio course. 3 Credits (Spring)

IND 406 – Professional Practices

An introductory study of business methods and professional procedures used by the professional designer. Exploration of the types of design firms and their legal structures including topics such as tax liabilities, insurance requirements and ethical conduct. This course involves the exploration of business practices, assessment of fees, the study and preparation of the standard form of agreement in the profession. Producing the business of interior design through development of contracts, purchase requisitions, specification forms, etc. For program major or minor requirements, a grade of C+ or above is required for successful completion. Prerequisite: ENG 101, IND 310. 3 credits (Spring)

IND 408 – Structures for Interior Architecture

An introduction to the principles and elements of structure. The evolution of structural techniques will be explored to facilitate the identification and calculation of structural

requirements for interior architecture. For program major or minor requirements, a grade of C+ or above is required for successful completion. Prerequisite: IND 208, MAT 122. 3 credits (Fall)

IND 409 – Senior Internship

An intensive supervised work internship with a professional design firm for a total of 240 hours of on-site experience. Prerequisite: IND 406, IND 311. 3 credits (Fall/Spring)

IND 410 – Interior Design Studio 6

This course emphasizes the development and coordination of a mixed-use, multi-story design project. Emphasis will be placed on conceptual development, code compliance, visual representation, and design detailing for construction. Graphic standards, business forms, and conventional Office procedures will be employed. For program major or minor requirements, a grade of C+ or above is required for successful completion. Prerequisite: IND 311. 5 credits (Fall)

IND 412 – Thesis Pre-Design

This studio course involves the development of an independent design problem supervised by a faculty advisor. The student is required to identify a project site and to complete all necessary documentation of existing conditions. In addition, students are to develop a program and produce a programming report to serve as the basis for a design to be completed in IND 414. Thesis Pre-Design serves as an outcomes measure. For program major or minor requirements, a grade of C+ or above is required for successful completion. Prerequisite: IND 311. 3 credits (Fall)

IND 414 – Thesis Design

A continuation of IND 412. This studio course involves the completion of an independent design project supervised by a faculty advisor. The design project must respond to programming and pre-design work completed in IND 412. Thesis Design serves as an outcomes measure. For program major or minor requirements, a grade of C+ or above is required for successful completion. A studio course. Prerequisite: IND 412. 5 credits (Spring)

IND 415 – Portfolio Design

The studio course emphasizes portfolio content, design, and presentation. Previously completed projects are edited and reworked. Graphics, formatting, and reproduction resources are presented, and organizational philosophies discussed. Portfolio serves as an outcomes measure. For program major or minor requirements, a grade of C+ or above is required for successful completion. 3 credits (Fall)

INT 151 – Window Treatments I

A study of the fundamental principles of soft window treatments. Types of treatments, simple sketching, selection of appropriate fabrics, workroom specifications, and the mathematics involved in calculating fabric requirements form the main focus of the course. Requires a grade of C+ or above for successful completion. 1 credit (Cycled)

INT 152 – Sales Techniques for Designers

Develop presentation skills useful for making contact with prospective clients, conducting initial project interviews or marketing presentations, or explaining and defending design plans and specifications. Strategies to successfully navigate through a client presentation to build confidence and increase the student's sales skills and professional competence are explored. Requires a grade of C+ or above for successful completion. 1 credit (Cycled)

INT 153 – Creativity and the Design Process

An exploration of the process of design and creative thought. Emphasis on the components of design, how design is measured and judged, design strategies and philosophies, creative thinking and problem solving techniques. Requires a grade of C+ or above for successful completion. 1 credit (Cycled)

INT 154 – Introduction to Historic Preservation

An introduction to various activities and services used in historic preservation. The role historic preservation plays in the protection and enhancement of heritage, culture, environment, and resources is explored. Requires a grade of C+ or above for successful completion. 1 credit (Cycled)

INT 155 – Portfolio Design I

Portfolio content, design, and presentation are emphasized. Previously completed projects will be edited and reworked. Graphics, formatting, and reproduction resources will be presented, and organizational philosophies are explored. Requires a grade of C+ or above for successful completion. 1 credit (Cycled)

INT 156 – Exploring Buffalo Architecture

An exploration of the history of architecture, furnishings and interior design, as well as the development of the urban fiber of the City of Buffalo from the earliest settlements of Buffalo and Black Rock to the present. Emphasis will be placed on turn-of-the-century buildings including institutional, residential and industrial as well as Post-War developments. Major architectural examples by world renowned architects will be examined. Students will become familiar with Buffalo through the "living testimonies" of the city's architecture. Requires a grade of C+ or above for successful completion. 1 credit (Cycled)

MAT 099 – Pre-Algebra

A pre-college, non-credit course designed to prepare students with the skills needed for college algebra. Topics include integers, rational numbers, decimal numbers, solving equations and application problems, ratio and proportion, and graphs. Not applicable toward degree requirements. No credit. (Fall/Spring)

MAT 111 – College Algebra

Designed to refresh algebraic skills in preparing for additional mathematics courses. Includes operations of the monomial and the polynomial exponents, roots, order of operations, inequalities, rational expressions, factoring systems of equations, graphing, and operations with radicals. 3 credits (Fall/Spring)

MAT 112 – Probability and Statistics

Elementary statistics course covering concepts of frequency distribution, measures of central tendency and dispersion, hypothesis testing, regression, and correlation analysis and chi-square analysis. Probability concepts include conditional probability, dependence and independence, and binomial distribution. Prerequisite: Grade of C or above in MAT 111, or test out. 3 credits (Fall)

MAT 115 – Symmetry

An introduction to the mathematics of symmetry. Topics include two- and three-dimensional symmetry, polygons and polyhedra, and grids and tessellations, with an emphasis on student constructions and drawings. Appropriate for both art and science majors. 3 credits (Cycled)

MAT 121 – Advanced Algebra

The first course in a two-semester sequence that is intended to prepare the student for algebraic techniques encountered in calculus. Topics include complex numbers, equations and inequalities, functions and graphs, rational and polynomial functions, conic sections, exponential and logarithmic functions, and problem solving. Prerequisite: Grade of C or above in MAT 111. 3 credits (Fall)

MAT 122 – Pre-Calculus

The second course in a two-semester sequence that is intended to delve into trigonometric relations and applications of algebraic procedures on trigonometry functions. This course introduces additional areas associated with calculus including trigonometry, analytic trigonometry and circular functions, systems of equations and inequalities, graphing, vectors, metrics, sequence and series, trigonometric complex number system, and binomial theorem. Prerequisite: Grade of C or above in MAT 121. 3 credits (Spring)

MAT 201 – Calculus I

An introduction to single variable calculus. Topics include limits and continuity, differentiation rules, derivatives of algebraic functions, logarithmic and exponential functions, and relevant applications. Prerequisite: Grade of C or above in MAT 121 or permission from instructor. 3 credits (Fall)

MAT 202 – Calculus II

A continuation of single variable calculus with an emphasis upon numerical techniques and mathematical models. Topics include the definitive integral and the Fundamental Theorem of Calculus, trigonometric functions, numerical methods of integration, techniques of integration, differential equations and infinite series. Prerequisite: Grade of C or above in MAT 201. 3 credits (Spring)

MUI 107 – Music Industry I

A survey course outlining the music industry's inner workings from how song writers, recording artists and record labels make money to the impact of the online music revolution. This course will cover detailed advice on getting started in the music business. 3 credits (Fall/Spring)

MUI 150 – Introduction to Music Technology

An introductory course on the various elements of music technology, including computers, music software, MIDI, and electronic music instruments. A hands-on learning approach is utilized to cover various topics, such as MIDI sequencing, podcasting, film scoring, and music notation. Prerequisite: Grade of C or above in MUS 099 or corequisite of MUS 099. 3 credits (Fall/Spring)

MUI 209 – Music Industry Internship

An initial supervised field experience in a local music business or other appropriate agency which will enable practical application of classroom-acquired knowledge and skills. Prerequisite: Students must receive a grade of C or above in MUS 101, MUS 103, MUI 150, MUI 250, MUI 107, BUS 114 and BUS 232. They must uphold a CPA of 2.0 and the permission of the Internship Coordinator and Department Chair. 3 credits (Fall/Spring/Summer).

MUI 250 – Introduction to Recording

Overview of the recording process including history of analog and digital audio. Microphones and techniques, as well as signal flow are included. An overview of the studio recording system and how audio is captured are emphasized. A continuation of knowledge and skills learned in MUI 150 Introduction to Music Technology to create music and record analog sounds for class project. Additional emphasis on software use. Prerequisite: Grade of C or above in MUI 150 or permission of Music Department Chair. 3 credits (Fall/Spring)

MUI 251 – Intermediate Recording

A hands-on approach to digital audio recording and production techniques. Topics include recording, editing, and mixing in Pro Tools. Student participation is a key element of the course. Students will create a radio commercial by writing and recording script and creating music. In applying knowledge and skills, students will run recording sessions and record student created songs and student performances. Prerequisite: Grade of C or above in MUI 250 or permission of Music Department Chair. 3 credits (Fall/Spring)

MUI 307 – Music Industry II

A comprehensive look at the intricacies of the music industry. Key elements from peripheral businesses that interact and offer job opportunities are examined. Career opportunities including those offered behind the scenes and outside the realm known as the music business are explored. Prerequisite: MUI 107. 3 credits (Fall/Spring)

MUI 350 – Techniques in Advanced Recording I

In this course, students take an in-depth look at state-of-the-art recording techniques used in today's music industry. Through hands-on classroom exercises and faculty demonstrations, students explore the art of recording, while participating in live performance, engineering and additional aspects of advanced music recording. Prerequisite: MUI 250, MUI 251. 3 credits (Fall/Spring)

MUI 351 – Techniques in Advanced Recording II

In this course, students take an in-depth look at state-of-the-art recording techniques used in today's music industry. Through hands-on classroom exercises and faculty demonstrations, students explore the art of recording, while participating in live performance, engineering and additional aspects of advanced music recording. This class may be repeated one time for additional credit. Prerequisite: MUI 251, MUI 350. 3 credits (Fall/Spring)

MUI 406 – Music Event Production and Promotion

The course develops a comprehensive understanding of the strategies necessary to create, sell, promote, and produce live music events. Planning, organization, and human and material resources required to stage a successful music event are elaborated. Emphasis is on implementation of a sequential marketing process. Students collaborate to produce and promote a small venue live music event. A writing intensive course. Prerequisite: MUI 307. 3 credits (Fall)

MUI 411 – Music Industry Senior Project

In this course, students develop a major project under the guidance of the instructor which incorporates various elements covered in the Music Industry Program that have been covered during their course work at Villa Maria College. From creation to production to marketing, the senior project allows the student to develop a unique body (or business plan) of work that is packaged in exhibit, book, or interactive form. Students will be required to prepare, present, and defend the senior project to members of the faculty. Students will develop a thesis and project outline to put the plan of action in motion with students submitting a project accompanied by a written narrative and portfolio of work. Production values, technical sophistication, business practices, critical analysis, written communication and presentation skills will be emphasized and used as grading criteria. Prerequisite: MUI 307. Corequisite: MUI 406. 3 credits (Fall/Spring)

MUJ 143/144; 243/244; 343/344; 443/444 – Jazz Ensemble I-VIII

A performing jazz combo focusing on classic and modern jazz standard compositions. Two rehearsal hours weekly. Prerequisite: Grade of C or above in MUS 099 or on Music Theory Placement Test. Audition and permission of instructor required. Course must be successfully completed before advancing to next level. .5 credits (Fall/Spring)

MUJ 153/154; 253/254 – Jazz Improvisation Lab I-IV

A rehearsal lab designed to develop practical jazz playing and music reading skills. Topics include jazz rhythm, scales, chords, vamps, and modal, I-VI-II-V, blues, and other standard jazz harmonic progressions. Two laboratory hours weekly. Prerequisite: Grade of C or above in MUS 099 or on Music Theory Placement Test. Permission of instructor required. Course must be successfully completed before advancing to next level. .5 credit (Fall/Spring)

MUJ 201 – Jazz Theory I

An introduction to the basic principles of jazz theory. Topics include basic jazz rhythmic concepts and notation, basic scales and chords, chord symbol notation, voice leading and chord voicing principles, and modal, blues, and II-V-I progressions. Prerequisite: Grade of C or above in MUS 102. 2 credits (Fall)

MUJ 202 – Jazz Theory II

A continuation of the study of the principles of jazz theory. Topics include advanced scale and chord types, principles of chord substitution and reharmonization, tonicization and modulation, and other usages of chromatic harmony in jazz. Prerequisite: Grade of C or above in MUJ 201. 2 credits (Spring)

MUJ 203 – Jazz Aural Skills I

Singing of scalar, chordal, rhythmic, and melodic material, and dictation or rhythmic, melodic and harmonic material concurrently studied in MUJ 201. Two laboratory hours weekly. Prerequisite: Grade of C or above in MUS 104. 1 credit (Fall)

MUJ 204 – Jazz Aural Skills II

Singing of scalar, chordal, rhythmic, and melodic material, and dictation or rhythmic, melodic and harmonic material concurrently studied in MUJ 202. Two laboratory hours weekly. Prerequisite: Grade of C or above in MUJ 203. 1 credit (Spring)

MUJ 211 – Jazz History I

A historical and stylistic survey of the jazz tradition from its African and European roots to the 1940's. Writing intensive course. Prerequisite: Grade of RC or above in MUS 099 or on Music Theory Placement Test, ENG 101. 3 credits (Fall)

MUJ 212 – Jazz History II

A historical and stylistic survey of the jazz tradition from the 1940's to the present. Writing intensive course. Prerequisite: Grade of C or above in MUS 099 or on Music Theory Placement Test, ENG 101. 3 credits (Spring)

MUJ 221/222 – Applied Jazz Music Major I-II

Instruction in piano, voice, jazz guitar, and all jazz band instruments. 2/2 credits (Fall/Spring)

MUJ 231 – Jazz Keyboard Skills I

Applied jazz keyboard course designed to develop the skills for the use of the keyboard as a practical tool for ear training, improvising, arranging, and composing. Material covered includes basic scales, chords and keyboard voicings, and short vamp, modal II-V-I, and basic blues progressions. Required as a second instrument for students not majoring in jazz piano. Prerequisite: Grade of C or above in MUS 132. 1 credit (Fall/Spring)

MUJ 232 – Jazz Keyboard Skills II

Applied jazz keyboard course designed to develop the skills for the use of the keyboard as a practical tool for ear training, understanding theoretical concepts, improvising, arranging,

and composing. Material covered includes advanced scales, chords and keyboard voicings, applied chord substitution, harmonic sequences and symmetrical progressions, keyboard harmonization from lead sheets, and applied reharmonization. Required as a second instrument for students not majoring in jazz piano. Prerequisite: Grade of C or above in MUJ 231. 1 credit (Fall/Spring)

MUS 233/234 – Applied Jazz Music Minor I-II

Applied Jazz Music Minor is the secondary instrument/voice area for those students who are registered for more than one minor. 1/1 credit (Fall/Spring)

MUS 021/022 – Preparatory Applied Music Major I-II

Private instruction in voice and instruments with the specific goal of preparing to successfully audition for college-level study. One hour weekly. No credit (Fall/Spring)

MUS 033/034 – Preparatory Applied Music Minor I-II

Private instruction in voice and instruments with the specific goal of preparing to successfully audition for college-level study. One half hour weekly. No credit (Fall/Spring)

MUS 098 – Fundamentals of Aural Skills

An introduction to sight singing and ear training for music program majors. Training in the singing and recognizing of intervals and melodic phrases, major and minor scales, triads, and seventh chords, and various rhythmic and metric patterns. Not applicable toward degree requirements. Corequisite: MUS 141 Choral Ensemble I. No credit (Fall/Spring)

MUS 099 – Music Fundamentals

An introduction to music fundamentals including notation, rhythm, meter, scales, key signatures, and basic music terminology. For music majors or to serve as a basis for the non-music major desiring to learn to read music. Not applicable toward requirements in music degree programs. No credit (Fall/Spring)

MUS 101 – Music Theory I

Introduction to four-part writing; harmonic progressions using tonic, predominant and dominant chords, and techniques of prolongation. Prerequisite: Successful completion of Music Theory Placement Test or a grade of C or above in MUS 099. 2 credits (Fall/Spring)

MUS 102 – Music Theory II

Continuation of the study of diatonic harmony begun in MUS 101: additional chord functions, the cadential 6/4, 7th chords, and diatonic modulation. Prerequisite: Grade of C or above in MUS 101. 2 credits (Fall/Spring)

MUS 103 – Aural Skills I

Sight-singing of melodies in bass, treble and alto clefs. Emphasis on basic rhythmic and tonal patterns, and melodic, rhythmic and harmonic dictation. Two laboratory hours weekly. Prerequisite: Successful completion of Aural Skills Placement Test or a grade of C or above in MUS 098. 1 credit (Fall/Spring)

MUS 104 – Aural Skills II

A continuation of MUS 103 Aural Skills I. Further development of sight-singing and dictation skills emphasizing basic rhythmic and tonal patterns. Two laboratory hours weekly. Prerequisite: Grade of C or above in MUS 103. 1 credit (Fall/Spring)

MUS 108 – Music Appreciation

A panorama of music from around the world, including Western music as well as music from Africa, Asia, and the Americas from ancient times to the present day. Explores and defines the underlying social and cultural context with resultant parallels between other art forms. 3 credits (Fall/Spring)

MUS 110 – History of American Popular Music

An interdisciplinary approach to the study of American popular music, focusing on the musical, technological, social, cultural, historic, and economic factors in its evolution. A writing intensive course. 3 credits (Spring)

MUS 111 – Music Theory for Non-Majors

An introduction to the elements of tonal music; melody, rhythm, intervals, chords, harmonic progressions and styles of musical expression. For non music majors who are interested in studying the traditional language of "tonal" music, with examples drawn from popular and classical music. 3 credits

MUS 113/114; 213/214; 313/314; 413/414 – Recital Seminar (I-VIII)

A seminar on musical artistic preparation, professional performance etiquette, and stage demeanor. Students learn propriety in performance through modeling by music faculty and are required to perform on multiple occasions to receive professional critiquing, as well as constructive criticism from peers. The importance of the context of musical performance with respect to genre, audience, purpose, and venue is explored. Course must be successfully completed before advancing to next level. Non-Credit (Fall/Spring)

MUS 121/122 – Applied Music Major I-II

Instruction in piano, organ, voice, classical guitar and all orchestral and concert band instruments. One-hour lesson weekly. Prerequisite: Successful completion of the placement audition, as determined by the audition committee, or permission of the Department Chair. Grade of C or above is necessary in MUS 121 before acceptance at the MUS 122 level. 2/2 credits (Fall/Spring)

MUS 131 – Basic Keyboard Skills I

Rudiments and basic skills of the keyboard. Major and minor scales, harmonization of melodies and sight reading. Piano required as a second instrument for students not majoring in piano. 1 credit (Fall/Spring)

MUS 132 – Basic Keyboard Skills II

Rudiments and basic skills of the keyboard including major and minor scales, harmonization of melodies and sight reading. Piano required as a second instrument for students not majoring in piano. Prerequisite: Grade of C or above is necessary in MUS 131 before acceptance at the MUS 132 level. 1 credit (Fall/Spring)

MUS 137/138 – Applied Piano Minor I-II

Private instruction in piano. For MUB/MUI students taking piano lessons as their primary instrument concurrently with lessons on a secondary instrument. Prerequisite: Grade of C or above is necessary in MUS 137 before acceptance at the MUS 138 level.

1/1 credit (Fall/Spring).

MUS 141/142; 241/242; 341/342; 441/442 – Choral Ensemble I-VIII

Development of choral vocal techniques through the study and performance of significant music. Performances scheduled throughout the year at various locations. Two hours per week. Course must be successfully completed before advancing to next level.

.5 credits (Fall/Spring).

MUS 143/144; 243/244; 343/344; 443/444 – Chamber Ensemble I-VIII - Percussion

Instrumental performing groups specializing in strings, brass, percussion, woodwind or guitar. Literature chosen from a variety of stylistic periods. Two hours per week; performances scheduled throughout the year at various locations. Permission of the instructor required.

Course must be successfully completed before advancing to next level. .5 credits (Fall/Spring)

MUS 145/146; 245/246; 345/346; 445/446 – Chamber Ensemble I-VIII - Guitar

Instrumental performing groups specializing in strings, brass, percussion, woodwind or guitar. Literature chosen from a variety of stylistic periods. Two hours per week; performances scheduled throughout the year at various locations. Permission of the instructor required.

Course must be successfully completed before advancing to next level. .5 credits (Fall/Spring)

MUS 147/148; 247/248; 347/348; 447/448 – Piano Ensemble I-VIII

Development of piano techniques necessary for duets, trios, etc., through the study and performance of significant music chosen from a variety of stylistic periods. Performances scheduled throughout the year. Prerequisite: Permission of the instructor and/or the

Department Chair required. Course must be successfully completed before advancing to next level. .5 credits (Fall/Spring)

MUS 149/150; 249/250; 349/350; 449/450 – Chamber Ensemble I-VIII – Strings

Instrumental performing groups specializing in strings, brass, percussion, woodwind or guitar. Literature chosen from a variety of stylistic periods. Two hours per week; performances scheduled throughout the year at various locations. Permission of the instructor required. Course must be successfully completed before advancing to next level. .5 credits (Fall/Spring)

MUS 151/152; 251/252; 351/352; 451/452 – Chamber Ensemble I-VIII - Handbells

An ensemble based on progressive lessons developed by the Schulmerich Carillon Company, approved by the American Guild of English Handbell Ringers. Basic concepts and techniques presented with a performance at the end of the semester. Two rehearsal hours weekly. Course must be successfully completed before advancing to next level.

.5 credits (Fall/Spring)

MUS 153/154; 253/254; 353/354; 453/454 – Mixed Ensemble I-VIII

A mixed instrumental ensemble for the study and performance of chamber music selected from a range of styles and periods. Two rehearsal hours weekly. Course must be successfully completed before advancing to next level. .5 credits (Fall/Spring)

MUS 165-166; 265-266; 365/366; 465/466 – Chamber Choir Ensemble I-VIII

Development of choral vocal technique through the study and performance of artistically valuable choral/instrumental music of renowned world composers. Prerequisites: Permission of instructor. Vocal audition required. Student must pass a vocal audition by demonstrating strong vocal technique and defined ability to sight-sing. Course must be successfully completed before advancing to next level. .5 credits (Fall/Spring)

MUS 201 – Music Theory III

Elements of advanced harmony, applied chords, mixture, extended and altered dominants, Neapolitan and augmented sixth chords, modulation to distant keys, and keyboard applications. Prerequisite: Grade of C or above in MUS 102. 2 credits (Fall)

MUS 202 – Music Theory IV

An introduction to the important development in late nineteenth and early twentieth century harmony, rhythm, and form. Topics include non-functional harmony, non-tertian, chords, and pitch class set theory. Prerequisite: Grade of C or above in MUS 201. 2 credits (Spring)

MUS 203 – Aural Skills III

Sight-singing with emphasis on chromaticism; melodic, contrapuntal and harmonic dictation. Two laboratory hours weekly. Prerequisite: Grade of C or above in MUS 104. 1 credit (Fall)

MUS 204 – Aural Skills IV

A continuation of MUS 203 Aural Skills III. Sight-singing in four clefs (bass, treble, alto and tenor); melodic, contrapuntal and harmonic dictation with emphasis on chromaticism. Two laboratory hours weekly. Prerequisite: Grade of C or above in MUS 203. 1 credit (Spring)

MUS 205 – World Music

A survey of current trends in folk and popular music around the world. The varied cultural roles music plays in the world with respect to ritual, entertainment, and mode of communication are explored. A writing intensive course. 3 credits (Fall)

MUS 211 – Music History I

A historical survey of the European music heritage from antiquity to 1750. Prerequisite: Successful completion of Music Theory Placement Test with a percentile score of C or above or a grade of C or above in MUS 099, ENG 101. Writing intensive course. 3 credits (Fall)

MUS 212 – Music History II

A historical survey of the European and American music heritage from 1750 to the present. Prerequisite: Successful completion of Music Theory Placement Test with percentile score of C or successful completion of MUS 099 with a grade of C or above, ENG 101. Writing intensive course. 3 credits (Spring)

MUS 215 – Songwriting

A seminar on basic songwriting techniques and concepts. The craft of developing a well-written, memorable, and appealing song is explored and practiced with regard to lyrical, melodic, rhythmic, harmonic, and structural considerations. Examples of musically sound notation practices through lead sheets, and filing for copyright registration are also covered. Prerequisite: MUS 099 or permission of instructor. 3 credits (Spring)

MUS 221/222 – Applied Music Major III-IV

A further development of skills attained in major voice/instrumental area. Prerequisite: Grade of C or above in MUS 221 is necessary before acceptance at the MUS 222 level. 2/2 credits (Fall/Spring)

MUS 231/232 – Basic Keyboard Skills III-IV

A further development of proficiency attained in MUS 131-132. Prerequisite: Grade of C or above in MUS 132; grade of C or above in MUS 231 is necessary before acceptance at the MUS 232 level. 1/1 credit (Fall/Spring)

MUS 237/238 – Applied Piano Minor III-IV

Private instruction in piano. For MUB/MUI students taking piano lessons as their primary instrument concurrently with lessons on a secondary instrument. Prerequisite: Grade of C or above in MUS 138, grade of C or above in MUS 237 is necessary before acceptance at the MUS 238 level. 1/1 credit (Fall/Spring)

MUS 301 – Sixteenth Century Counterpoint

A stylistic approach to the study of species counterpoint. The principles of voice-leading and the relationships between consonance and dissonance are applied to the writing of exercises in cantus firmi and the first five species. Prerequisite: Grade of C or above in MUS 102. 2 credits (Cycled)

MUS 302 – Eighteenth Century Counterpoint

A stylistic approach to the study of Eighteenth Century Counterpoint based on an acquaintance with contrapuntal music of the Baroque period and the writing of exercises and music involving techniques characteristic of the period. 2 credits (Cycled)

MUS 315 – Concert Music in Europe and the Americas

Examines select musical styles from the Baroque to the present day. A portion of the course is devoted to concert music of the 21st Century including current musical trends in Buffalo, NY. 3 credits (Cycled)

MUS 321/322 Applied Music Major V-VI

A further development of skills attained in major voice/instrumental area. Prerequisite: Grade of C or above in MUS 321 is necessary before acceptance at the MUS 322 level. 2/2 credits (Fall/Spring)

MUS 371-372; 471-472 – Applied Composition I, II, III, IV

Applied lessons in the craft and processes of music composition. Students are instructed privately on the fundamental concepts of creating music. Lessons are tailored to the individual student's developmental abilities and artistic inclinations. Concurrent enrollment in Composition Seminar is recommended but not required. Prerequisite: MUS 102, MUS 104. 1 credit (Fall/Spring)

MUS 371 S-372 S; 471 S-472 S – Composition Seminar I, II, III, IV

A seminar for the study and practice of techniques and concepts of music composition. Strong emphasis is placed on analyzing past and contemporary music to increasingly broaden student literacy with the standard repertoire of Western Music. Concurrent enrollment in Applied Composition is recommended but not required. Composition Seminar is also a forum for presentations by visiting composers, performers, and other professional musicians. Prerequisite: MUS 102, MUS 104. 2 credits (Fall/Spring)

MUS 411 – Senior Project

Under the guidance of a faculty mentor, students have the option of developing a written thesis or composing an original musical work of advanced proportions and content. Comprehensive application of program knowledge and skills is expected. A composition recital is required. A capstone course. Prerequisite/Corequisite: Senior-level status and permission of the instructor. 3 credits (Fall/Spring)

MUS 412 – Senior Recital

Under the guidance of a faculty mentor in collaboration with a student's applied music instructor, students develop, prepare for, and present a senior performance recital. A professional-level of performance is expected. A program capstone course. Prerequisite: Senior-level status and permission of the instructor. 3 credits (Fall/Spring)

MUS 417 – Conducting

An introduction to the fundamental skills of conducting for Music program majors. The technical aspects of conducting are explored. Numerous examples are presented by the instructor and practiced by students. Prerequisite: MUS 102. 2 credits (Cycled)

MUS 421/422 Applied Music Major VII-VIII

A further development of skills attained in major voice/instrumental area. Prerequisite: Grade of C or above in MUS 421 is necessary before acceptance at the MUS 422 level. 2/2 credits (Fall/Spring)

MUS 1001-1040, 2001-2040, 3001-3040, 4001-4040 – Applied Music Minor I-VIII

Applied Music Minor is the secondary instrument for piano majors in music and is the

primary/secondary instrument for students in Music (Business) and Music Industry. All students may choose to study more than one minor. 1/1 credit (Fall/Spring)

PHI 200 – Introduction to Philosophy

Study of philosophical ideas from a variety of perspectives: God, ultimate substance, mind, moral standard, freedom and happiness. 3 credits (Fall/Spring)

PHI 201 – Ethics

A study of the nature of basic moral values and principles with application to contemporary ethical decisions in business, medicine, family and society. 3 credits (Fall/Spring)

PHI 205 – Philosophy of Person

A philosophical study of various aspects of the human person including the mind, the emotions, the creative impulse, the self-donation of love, and the way that the contemporary society shapes and affects these aspects. Writing intensive course. 3 credits (Cycled)

PHI 303 – Death and Dying

Philosophical, medical, theological and psychological analysis of our society and its attitudes toward death and dying. 3 credits (Fall)

PHI 310 – Philosophy of the Arts

This course examines the question “What is art?” and how Western philosophers representing different historical moments and different theoretical schools have attempted to answer it. 3 credits (Cycled)

PHO 101 – Introduction to Photography

Introduction to the world of black and white photography. Primarily a studio course covering the camera, film developing, print enlargement, basic digital photography and developing photographic design for non-majors and students with a limited background. For program major or minor requirements, a grade of C or above is required for successful completion. 3 credits (Fall/Spring)

PHO 102 – Intermediate Photography

A comprehensive study of photography including creative expression, archival processing and presentation techniques, advanced metering, alternative processes and digital applications. For program major or minor requirements, a grade of C or above is required for successful completion. A studio course. Prerequisite: Grade of C or above in PHO 101 or equivalent skills based upon portfolio review and written exam, with permission of instructor. 3 credits (Fall)

PHO 103 – Color Photography

A study of the fundamental techniques in color photography, this course explores the use of color, filtration, lighting/color temperature, color theory, color balancing and various digital applications including shooting and manipulation. Emphasizes the semiotics of composition and the use of color within an image. For program major

or minor requirements, a grade of C or above is required for successful completion. A studio course. Prerequisite: Grade of C or above in PHO 101. Concurrent enrollment in PHO 201 or grade of C or above. 3 credits (Spring)

PHO 104 – View Camera Techniques

An exploration of large format photography using the 4x5 and 8x10 view camera including camera movement, basic lighting, portraiture, architectural work and sheet film processing/controls. View camera and lighting equipment provided. For program major or minor requirements, a grade of C or above is required for successful completion. A studio course. Prerequisite: Grade of C or above in ART 101, PHO 103 or permission of the instructor. 3 credits (Fall)

PHO 105 – History of Photography

A study of the history of photography both as an invention and as an art form and its effects on culture. Beginning with the publication of the photographic process in 1839 and finishing with contemporary examples, the course will explore use of photography and its relationship to artistic and social issues. For program major or minor requirements, a grade of C or above is required for successful completion. 3 credits (Fall)

PHO 201 – Photo Imaging and Design

An introduction to digital manipulation of photography combined with graphics using the latest software and/or industry software standards as applied to fine art and commercial works. For program major or minor requirements, a grade of C or above is required for successful completion. A studio course. 3 credits (Spring)

PHO 202 – Studio Lighting

An introduction to studio practices, including use of studio equipment lighting and commercial studio techniques. Single lens reflex (SLR) digital cameras, large format cameras, and lighting equipment provided. For program major or minor requirements, a grade of C or above is required for successful completion. A studio course. Prerequisite: Grade of C or above in PHO 102, PHO 103, PHO 201, and ART 103 or permission of the instructor. 3 credits (Spring)

PHO 207 – Professional Practices and Advanced Processes

Explores opportunities to image based artists. Commercial and artistic career paths are addressed through examination of topics including grant writing, exhibition proposals, studio organization, quotes and contracts, professional organizations and memberships, fee structure, and ethical conduct. Students learn the values and work environments of career options available to photographers. Resumés, business card, promotional piece, and conventional and digital portfolio preparation are emphasized. For program major or minor requirements, a grade of C or above is required for successful completion. 3 credits (Fall)

PHO 209 – Sophomore Internship

A supervised work experience in local agencies, firms, art galleries, or specialized studios to permit practical application of professional knowledge and skills. Individualized work

assignments and small group instruction. On-campus seminars analyze principles, problems, current practices and new trends in all phases of design. Prerequisite: Grade of C or above in PHO 207; CPA of 2.0 or above in area of concentration: completion of 12 hours of program designated coursework, and permission of Internship Coordinator of Photography. The designation of an internship site as well as securing that site is the responsibility of the student. The help of the Internship Coordinator can be utilized to locate and choose a site, but it is up to the initiative of the student to secure that site. Students interested in commercial studio internships must have completed or must concurrently enroll in PHO 202. 3 credits. (Spring)

PHO 301 – Advanced Digital Imaging

Advanced Digital Imaging will explore still and time-based imagery. A continuation of PHO 201 Photo Imaging and Design, Advanced Digital Imaging explores the creation and presentation of digital art. Working within historical and contemporary art contexts, a variety of image, motion, and sound editing and presentation applications will be covered within the course. For program major or minor requirements, a grade of C or above is required for successful completion. A studio course. Prerequisite: Grade of C or above in PHO 201, PHO 202, and GRA 240 or permission of the instructor. 3 credits (Fall)

PHO 303 – Advanced Studio Photography

Stressing commercial application of photography, this course will help students develop their conceptual abilities within the studio environment. Topics such as advertising, editorial, product, portraiture, fashion photography, contemporary production processes and lighting techniques will be covered. For program major or minor requirements, a grade of C or above is required for successful completion. A studio course. Prerequisite: Grade of C or above in PHO 202 or permission of the instructor. 3 credits (Fall)

PHO 304 – Documentary Photography and Photojournalism

This course is an introduction to the principles, theories, and practice of documentary and photojournalism by using the camera as a tool of investigation and visual communication. Students will create documentary and photojournalistic projects involving story development, captioning and copy writing, editing and sequencing. Finished projects will be set up to be published in print and to the web. For program major or minor requirements, a grade of C or above is required for successful completion. A studio course. Prerequisite: Grade of C or above in PHO 301 and GRA 240 or permission of the instructor. Co-registration with ENG 249 is required. 3 credits (Spring)

PHO 307 – Contemporary Photography 1945 to Present

Since the Second World War, the rapid advancement of the technology of both photographic creation and presentation has changed the role photography plays in society. Before 1890 and the invention of the half-tone screen, to look at a photographic image meant to look at a photographic print from a negative. Between WWI and WWII, the photography largely influenced culture printed in ink through magazines and newspapers. In our current age, it is possible to create a digital image and disseminate it to millions of viewers within moments. This course will focus on the individuals who work with contemporary photography, the influences that affect their work, and the effect their

photographs have on culture. Through readings, lectures, discussion, slide presentations, and assignments, the class will explore contemporary theoretical and critical concepts. For program major or minor requirements, a grade of C or above is required for successful completion. Prerequisite: Grade of C or above in PHO 105. 3 credits (Fall)

PHO 401 – Senior Seminar

Stressing research, discussion of art theory based readings, and experimentation with photographic processes, the senior seminar will culminate in a thematic group exhibition. Through guest lecturers and gallery visits, students will gain a professional understanding about how the art world functions and how to work within it. For program major or minor requirements, a grade of C or above is required for successful completion. A studio course. Prerequisite: Grade of C or above in PHO 303 and PHO 304. 3 credits (Fall)

PHO 402 – Senior Thesis

The senior thesis is a continuation of senior seminar and is the capstone of the photography B.F.A.. It provides an opportunity to fully develop the issues explored throughout the student's career and bring them to fruition through an artist's statement, catalog, website, artists' talk, and a solo exhibition. For program major or minor requirements, a grade of C or above is required for successful completion. A studio course. Prerequisite: Grade of C or above in PHO 401. 6 credits (Spring)

PHO 409 – Senior Internship

This course provides photography B.F.A. students an opportunity to integrate classroom learning with off-campus work experience in the photography field. This supervised position will expose the student to aspects of the photography profession. Students must complete a minimum of 130 hours within this position. Prerequisites: Grade of C or above in PHO 207; CPA of 2.0 or above in area of concentration; completion of 24 hours of program designated coursework and permission of Internship Coordinator of Photography. 3 credits

PHO 445 – Special Topics

In this course, students will receive the technical knowledge and professional skills needed to photograph a variety of architectural subjects, as well as examine architectural photography's history. Creative problem solving in pre-and post-production will be stressed. Students will shoot architectural interiors and explore compositions, exposing with existing and controlled light, and color balancing lighting from a variety of sources. The course will culminate in a well-rounded portfolio of architectural imagery. The Special Topics course can be taken again for credit. For program major or minor requirements, a grade of C or above is required for successful completion. A studio course. Prerequisite: Grade of C or above in PHO 201 and PHO 202 or permission of the instructor. 3 credits (Fall)

PHY 101 – General Physics I

An introduction to classical and 20th century physics including the fundamentals of Newtonian mechanics and the physics of fluids, heat and thermodynamics, and wave motion and sound. Problem solving and physics applications are stressed. Prerequisite: Grade of C or above in MAT 111. 3 credits (Fall)

PHY 101L – General Physics I Laboratory

Provides practical experiences with the physical principles discussed in General Physics I including mass, volume and density, uniformly accelerated motion, and specific heat. Allows students to compare experimentally measured values to accepted theoretical or measured values. Prerequisite or corequisite: PHY 101 Lecture. 1 credit (Fall)

PHY 102 – General Physics II

A continuation of PHY 101 General Physics I including the concepts of electricity and magnetism, the properties of light and the field of geometric and wave optics, as well as an introduction to special relativity, quantum physics, atomic, and nuclear physics. Prerequisite: Grade of C or above in PHY 101. 3 credits (Spring)

PHY 102L – General Physics II Laboratory

Provides practical experiences with some of the major principles discussed in General Physics I including fields and equipotentials, Ohm's Law, the voltmeter and ammeter, resistivity, reflection and refraction, and nuclear physics. Allows students to compare experimentally measured values to accepted theoretical or measured values. Prerequisite or corequisite: PHY 102. 1 credit (Spring)

PHY 105 – Physics for the Health Sciences

A one-semester course designed to provide students in the health sciences with an understanding of basic concepts in physics. Topics include force and motion, work and energy, temperature and heat, fluids and pressure, and electricity and magnetism with a focus on biomedical applications. Prerequisite: MAT III with a Grade of C or above. 3 credits (Fall/Spring)

PHY 105 L – Physics for the Health Sciences Laboratory

Provides practical experiences with the physical concepts discussed in Physics for Health Sciences, including data analysis, mass, volume, and density; uniformly accelerated motion; centripetal force; work and energy; torque, Hooke's law; buoyancy; Ohm's law; resistance. Prerequisite or corequisite: PHY 105. 1 credit (Fall/Spring)

PSC 201 – American Government

A study of American government including its structure and budget, the political process, and the influence of interest groups and mass media. The impact of government on diverse groups in society is also considered. 3 credits (Cycled)

PSC 202 – Political Conflict and Terrorism

Analysis of terrorism, the Northern Ireland "troubles" and the Israeli-Palestinian conflict. A comparison and contrast of the political and social conditions of both conflicts in the last 30 years. The role of terrorism in each case and the reaction to terrorist activity since September 11, 2001 are explored. 3 credits (Cycled)

PSY 101 – General Psychology

This course is an introduction to the scientific study of behavior and mental processes. The various subfields of psychology and the different approaches and methods used to

study behavior are discussed. Topics covered include the brain and behavior, sensation and perception, learning and memory, motivation, human development, personality and social psychology, emotion, stress and coping, and psychopathology.

3 credits (Fall/Spring)

PSY 203 – Developmental Psychology

An overview of the process of human development from conception through old age; basic concepts; contemporary theories; physical, emotional and cognitive growth and the socialization processes of children and adolescents; and personal, social, vocational and family adjustments of the adult. 3 credits (Fall)

PSY 206 – Social Psychology

Social psychology is the study of the relations, attitudes and behaviors between people, groups and the impact on their social environment. It studies a wide range of social topics, including group behavior, social perception, leadership, nonverbal behavior, conformity, aggression and prejudice. The topics that will be discussed include stereotypes, prejudice, conformity, attitudes, persuasion, social perception, aggression, prosocial behavior, and interpersonal relationships. Additional topics include studies on patterns of relationship development between individual and social spheres with attention to role patterning, leadership, persuasion, self-justification, aggression, prejudice, attraction, and the influence of social systems. Prerequisite: PSY 101. 3 credits. (Fall).

PSY 210 – Abnormal Psychology

This course explores a variety of behaviors labeled abnormal. The causes and effects of organic and functional disorders will be investigated using medical, behavioral, and cognitive perspectives. Discussion will include consideration of the significance abnormal behavior has for those experiencing it, for the families of those people, and society in general. Methods of dealing with abnormal behavior will also be explored. Students will be encouraged to develop a subjective understanding of abnormal behavior. Prerequisite: PSY 101. 3 credits (Spring)

PTA 104 – Introduction to Physical Therapist Assistant

An introduction to the field of Physical Therapy and the role of the Physical Therapist Assistant. Topics will include the history of physical therapy; the role of the Physical Therapist Assistant in the healthcare system; legal, ethical, and moral standards for the Physical Therapist Assistant; medical terminology and documentation skills. Two lecture hours per week. A minimum grade of C+ is required. 2 credits

PTA 105 – Patient Care Skills

An introduction to basic patient assessment and treatment skills. Topics will include aseptic techniques and sterile precautions, vital signs, bed mobility, transfers, gait training, goniometry, and manual muscle testing. Includes 2 lecture hours and 4 lab hours per week. A minimum grade of C+ is required. 3 credits

PTA 106 – Principles of Exercise

This course focuses on the role of therapeutic exercise in the practice of physical therapy. Topics include principles, rationale, indications and contraindications for various types of therapeutic exercise and peripheral joint mobilization. Students will develop cognitive and psychomotor skills in performing and instructing therapeutic exercise designed to improve range of motion, strength, flexibility, and endurance. Includes 3 hour lecture and 4 hours lab per week. Prerequisite: Grade of C+ or higher in PTA 104 and PTA 105. A minimum grade of C+ is required. 2 credits

PTA 108 – Physical Agents

This course teaches the principles and rationale associated with the use of physical agents in treating the four most common impairments seen by physical therapists; pain, inflammation, changes in muscle tone and loss of joint motion. Students will acquire both cognitive and psychomotor skills in the use of physical agents, traction, and massage. Includes 3 lecture hours and 4 lab hours per week. Prerequisite: Grade of C+ or higher in PTA 104 and PTA 105. A minimum grade of C+ is required. 3 credits

PTA 109 – Physical Therapist Assistant Internship I and Seminar

Observation and participation at a physical therapy clinical affiliation site allows students to acquire skill in the application of physical therapy procedures to patients under the direct supervision of a licensed Physical Therapist or Physical Therapist Assistant. Prerequisite: Grade of C+ or higher in PTA 104 and PTA 105. Corequisite: PTA 106, PTA 108, PTA 112. Four hours per week at a clinical site plus an additional full time week at the end of the semester; 2 hour seminar every other week. This course is graded Pass (P)/Fail(F). 2 credits (Spring)

PTA 112 – Kinesiology

An overview of the bones and muscles producing movement in the joints of the trunk and upper and lower extremities. Factors affecting movement and muscular analysis of selected exercises and activities are emphasized. Includes 2 lecture and 2 laboratory hours per week. Prerequisites: Grade of C+ or higher in PTA 104 and 105 or with permission of instructor; Grade of C or higher in BIO 103 and Lab. Corequisite: BIO 104 and Lab. A minimum grade of C+ is required. 3 credits

PTA 205 – Clinical Orthopedics

Application of the principles of orthopedic rehabilitation. Topics will include common orthopedic injuries and dysfunction, assessment and treatment techniques. Students will acquire cognitive and psychomotor skills in the treatment of patients with orthopedic dysfunction and amputation. Prerequisite: Grade of C+ or higher in PTA 106, PTA 108, PTA 112; and a grade of Pass (P) in PTA 109. Three lecture hours and four laboratory hours per week. A minimum grade of C+ is required. 3 credits

PTA 206 – Clinical Cardio-Pulmonary and Integumentary Skills

Application of the principles of cardiac, pulmonary and integumentary rehabilitation. Topics will include common cardiovascular, pulmonary, and integumentary dysfunction, assessment and treatment techniques. Students will acquire cognitive and psychomotor skills in the treatment of patients with cardiovascular, pulmonary, and integumentary dysfunction. Three lecture and four laboratory hours per week. Prerequisite: Grade of C+ or higher in PTA 106, PTA 108, PTA 112 and a grade of Pass (P) in PTA 109. A minimum grade of C+ is required. 2 credits

PTA 207 – Clinical Neurology

Integrates principles of neurology, rehabilitation, pediatrics, and geriatrics. Designed to help students acquire cognitive and psychomotor skills in neurologic, pediatric and geriatric rehabilitation. This is a half semester course which includes 6 lecture hours and 8 lab hours per week. Prerequisite: Grade of C+ or higher in PTA 205, PTA 206, PTA 212; grade of Pass (P) in PTA 209. A minimum grade of C+ is required. 4 credits

PTA 209 – Physical Therapist Assistant Internship II and Seminar

Observation and participation at a physical therapy clinical affiliation site allows students to acquire skill in the application of physical therapy procedures to patients under the direct supervision of a licensed Physical Therapist or Physical Therapist Assistant. Eight hours per week at clinical site and one weekly two-hour on-campus seminar. Prerequisite: PTA 106, PTA 108, PTA 109. Corequisite: PT 205, PTA 206, PTA 212. A writing intensive course. This course is graded Pass (P)/Fail(F). 3 credits (Fall)

PTA 212 – Pathology

An introduction to pathology. Topics will include the nature of human disease processes, risk factors, etiology, diagnostic tests, medical and surgical treatments, and implications for Physical Therapy treatment. Prerequisite: Grade of C+ or higher in PTA 106, PTA 108, PTA 112, grade of Pass(P) in PTA 109. Two lecture hours per week. 2 credits

PTA 215 – Physical Therapist Assistant Capstone

Provides an integrative experience for students during the final semester in the PTA curriculum. Topics include the principles of evidence based practice, the licensing process, licensing examination preparation, and job search strategies. Students participate in critical analysis of clinical experiences by presenting and discussing patient case studies. Prerequisite: PTA 205, PTA 206, PTA 209, PTA 212. Corequisites: PTA 207, PTA 219, PTA 229. Includes 3 lecture hours per week. 3 credits

PTA 219 – Physical Therapist Assistant Internship III

Observation and participation at a physical therapy internship site allows students to acquire skill in the application of physical therapy procedures to patients under the direct supervision of a licensed Physical Therapist or Physical Therapist Assistant. Prerequisite: PTA 207, PTA 209; Corequisite: PTA 215. 5 weeks, 35-40 hours per week. This course is graded Pass (P)/Fail (F). 4 credits (Spring)

PTA 229 – Physical Therapist Assistant Internship IV

Observation and participation at a physical therapy internship site allows students to acquire skill in application of physical therapy procedures to patients under the direct supervision of a licensed Physical therapist or Physical Therapist Assistant. Prerequisite: PTA 207, PTA 219. Corequisite: PTA 215. 35-40 hours per week. This course is graded Pass (P)/Fail (F). 4 credits (Spring)

RST 101 – Introduction to Religious Studies

An introductory course exploring the fundamental concepts associated with a cross-cultural examination of religious thought. The student is introduced to the topics of: the sacred, symbol, myth, ritual, rites of passage, faith, mystery, good, evil, rebirth, salvation, and the relationship of one to self, community, and the Absolute. 3 credits (Cycled)

RST 108 – World Religions

A survey of major world religions. Consideration of their history identifies common patterns of worship, spiritual practices, ethics and sociological expression. 3 credits (Fall/Spring)

RST 113 – Introduction to the Bible

An introductory survey of the historical and cultural development and content of the Bible. Emphasis will be placed on the literary styles, theological questions and tools for analysis and interpretation. 3 credits (Cycled)

RST 205 – Women and Religion

An introduction to the study of the role and contributions of women in religion. The student will explore: early goddess cultures, their origins and eventual replacement by patriarchal traditions; the myths and language used to uphold these new traditions; women who helped shape their religious traditions; contemporary feminist religious movements; and reasons why women value religion. 3 credits (Cycled)

RST 208 – Spirituality and Work

An exploration of meaning into spirituality from a number of religious perspectives. Practical suggestions on how to apply spiritual principles at work and everyday life are provided. 3 credits (Cycled)

RST 310 – Catholic Franciscan Studies

General examination of Roman Catholic beliefs and practices. How these beliefs and practices are lived out using the life and teachings of Saint Francis of Assisi; subsequent Franciscan spirituality/tradition will also be explored. Emphasis will be placed on a modern and global application focusing on such social issues as human rights and development, environment, and peace-making. 3 credits (Cycled)

SCI 101 – Critical Thinking in Science

Exploration of competing perspectives in science, the scientific process and its application in society. Emphasis on using critical thinking skills to analyze case studies incorporating concepts from the life and physical sciences. For non-science majors. 3 credits (Fall/Spring)

SOC 101 – Principles of Sociology

Analysis and description of the structure and dynamics of the social aspects of human life, basic sociological concepts, individuals and group life, social processes and institutional framework emphasizing American society. 3 credits (Fall)

SOC 102 – Contemporary Social Problems

Overview of social problems in American society with emphasis on social disorganization and value conflicts, and proposals for the alleviation of problems. Prerequisite: SOC 101. 3 credits (Spring)

SOC 201 – Cultural Diversity

Concepts related to culture, patterns of group relations, prejudice and discrimination, and stratification are elaborated. Stratification systems of selected countries external to the United States are examined. The major cultural groups represented in American society are explored. Contemporary issues related to American cultural diversity are addressed. Writing intensive course. 3 credits (Cycled)

SOC 203 – Sociology of the Family

Provides students with a description and analysis of marital and family life. The course is designed to help students understand the changing nature and experience of marriage and family life including intimacy, love, marriage, parenting, divorce and remarriage. Prerequisite: SOC 101. Writing intensive course. 3 credits (Cycled)

SPA 101 – College Spanish I

Study of essential vocabulary, idioms, and language structure, preparing students to understand, speak, read and write basic Spanish. Practice in conversation and culture capsules will be included. Laboratory required. 3 credits (Fall)

SPA 102 – College Spanish II

Continued emphasis on vocabulary, idioms, and language structure for understanding, speaking, reading and writing Spanish with stress on advanced speaking skills. Culture capsules will be included. Laboratory required. Prerequisite: SPA 101. 3 credits (Spring)



Many programs have opportunities for students to select courses from designated electives.

Students may enroll in various electives ONLY if they have met the stated prerequisites.

- **General electives** include any courses offered at Villa Maria College. The category of general electives may be satisfied by courses approved for transfer from other colleges which are not in a student's program of study.
- **Liberal Arts electives** include a broad set of offerings in the humanities, social sciences, mathematics, and sciences, and some art or music courses but not all. Liberal Arts electives include courses with prefaces of ANT, BIO, ENG, MAT, PHI, PHY, PSY, SOC and others. (See list of liberal arts electives on the next page.)
 - Some programs designate specific categories within liberal arts electives for example Religious Studies elective, which include primarily courses that begin with the preface RST. Another example of specific categories within liberal arts electives would be science electives with a preface of BIO, CHE, PHY, SCI.
 - A group of liberal arts courses include social science electives which include any courses with prefaces of ANT, PSC, PSY, SOC.
 - A group of liberal arts electives include Fine Arts which could be fulfilled with some art or music courses. (See the list of fine arts electives on the next page.)
 - An art elective requirement can be met with any studio art course.
- Electives in some programs are quite specific. For example within music programs a music elective would be any MUS course, or Music Theory elective, any MUS designated as a theory course. (See list of Music Theory and Music History courses on the next page.)
- Some programs identify Business electives which would be satisfied by any course designated as BUS.



Liberal Arts Courses

THE FOLLOWING COURSES MEET LIBERAL ARTS ELECTIVE REQUIREMENTS.

- | | |
|------------------------------------------------------|------------------------------------------------------|
| ANT 101 Cultural Anthropology | ECO 102 Principles of Microeconomics |
| ART 110 Exploration in the Fine Arts | ENG 101 English Composition |
| ART 203 History of Art I | ENG 102 Introduction to Literature |
| ART 204 History of Art II | ENG 210 American Literature I |
| ART 405 Contemporary Art | ENG 212 American Literature II |
| ASL 101 Introduction to
American Sign Language I | ENG 214 Public Speaking |
| ASL 102 Introduction to
American Sign Language II | ENG 221 Introduction to Creative Writing |
| AST 105 Introduction to Astronomy | ENG 249 Introduction to Journalism |
| BIO 103 Human Anatomy and Physiology I | ENG 251 The Craft of Poetry |
| BIO 104 Human Anatomy and Physiology II | ENG 261 Advan Comp & Research |
| BIO 151 General Biology | ENG 270 Introduction to
Greek and Roman Mythology |
| BIO 202 Microbiology | ENG 271 Creative Writing-Fiction |
| CHE 101 General Chemistry I | ENG 316 Contemporary World Literature |
| CHE 102 General Chemistry II | ENG 322 British Literature |
| CHE 201 Organic Chemistry I | ENG 330 African-American Literature |
| CHE 202 Organic Chemistry II | ENG 340 Exploration in Cinema |
| ECO 101 Principles of Macroeconomics | ENG 345 Writing for Publication |
| | ENG 351 Creative Nonfiction |
| | ENG 390 Selected Topics: WNY Writers |
| | ENG 430 Introduction to Women's Literature |

FRE 101	Beginning College French I	MUS 302	Eighteenth Cent. Counterpoint
FRE 102	Beginning College French II	MUS 315	Concert Music Europe/Americas
FRE 201	Intermediate College French I	PHI 200	Introduction to Philosophy
FRE 202	Intermediate College French II	PHI 201	Ethics
HIS 101	World Civilizations I	PHI 205	Philosophy of the Person
HIS 102	World Civilizations II	PHI 303	Death and Dying
HIS 201	History of the United States I	PHI 310	Philosophy of the Arts
HIS 202	History of the United States II	PHY 101	General Physics I
IDS 205	Crisis of Belief	PHY 102	General Physics II
IDS 229	Liberal Arts Capstone	PSC 201	American Government
MAT 111	College Algebra	PSC 202	Political Conflict and Terrorism
MAT 112	Probability and Statistics	PSY 101	General Psychology
MAT 115	Symmetry	PSY 203	Developmental Psychology
MAT 121	Advanced Algebra	PSY 206	Social Psychology
MAT 122	Pre-Calculus	PSY 210	Abnormal Psychology
MAT 201	Calculus I	RST 101	Introduction to Religious Studies
MAT 202	Calculus II	RST 108	World Religions
MUJ 201	Jazz Theory I	RST 113	Introduction to the Bible
MUJ 202	Jazz Theory II	RST 205	Women and Religion
MUJ 211	Jazz History I	RST 208	Spirituality and Work
MUJ 202	Jazz History II	RST 310	Catholic Franciscan Studies
MUS 101	Music Theory I	SCI 101*	Critical Thinking in Science
MUS 102	Music Theory II	SOC 101	Principles of Sociology
MUS 108	Music Appreciation	SOC 102	Contemporary Social Problems
MUS 110	Hist of American Popular Music	SOC 201	Cultural Diversity
MUS 201	Music Theory III	SOC 203	Sociology of the Family
MUS 202	Music Theory IV	SPA 101	College Spanish I
MUS 205	World Music	SPA 102	College Spanish II
MUS 211	Music History I		<i>* for non-science majors</i>
MUS 212	Music History II		
MUS 301	Sixteenth Cent. Counterpoint		

Art Electives

ART ELECTIVES MUST BE STUDIO COURSES. PREREQUISITES MAY BE REQUIRED. IN ADDITION TO THE LIST BELOW, ART ELECTIVES MAY BE DETERMINED THROUGH ADVISEMENT.

ANM 104	Animation Pre-Production I	ART 106	Painting I
ANM 105	Introduction to 2-D Animation	ART 206	Three-Dimensional Design
ART 105	Drawing II	ART 208	Introduction to Printmaking
		ART 210	Painting II

FDM 105	Sewing Techniques	IND 101	Introduction to Interior Design I
FDM 201	Introduction to Fashion Sketching	IND 102	Introduction to Interior Design II
FDM 301	Marker Rendering	IND 110	Interior Design Studio I
FDM 340	Fashion Illustration	IND 235	Fused and Leaded Glass
		IND 308	Historic Preservation/Restoration
GRA 103	Fundamentals of Graphic Design	PHO 101	Introduction to Photography
GRA 240	Web Design	PHO 102	Intermediate Photography
GRA 340	Advanced Web Design	PHO 103	Color Photography
		PHO 104	View Camera Techniques

Fine Arts Electives

THE FOLLOWING COURSES MEET FINE ART COURSE REQUIREMENTS.

ART 110	Exploration in the Fine Arts	MUS 101	Music Theory I
ART 203	History of Art I	MUS 102	Music Theory II
ART 204	History of Art II	MUS 108	Music Appreciation
ART 405	Contemporary Art	MUS 110	History of American Popular Music
ENG 340	Exploration in Cinema	MUS 201	Music Theory III
MUS 205	World Music	MUS 202	Music Theory IV
		MUS 211	Music History I
		MUS 212	Music History II
MUJ 201	Jazz Theory I	MUS 301	Sixteenth Century Counterpoint
MUJ 202	Jazz Theory II	MUS 302	Eighteenth Century Counterpoint
MUJ 211	Jazz History I	MUS 315	Concert Music in Europe and the Americas
MUJ 212	Jazz History II		

Music History Electives

THE FOLLOWING COURSES MEET MUSIC HISTORY REQUIREMENTS.

MUJ 211	Jazz History I	MUS 205	World Music
MUJ 212	Jazz History II	MUS 211	Music History I
		MUS 212	Music History II
MUS 108	Music Appreciation	MUS 315	Concert Music in Europe and the Americas
MUS 110	History of American Popular Music		

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Villa Maria College reserves the right to limit registration for courses, to discontinue courses for which there is insufficient enrollment and to change times and/or instructor assignments.

This catalog complies with the New York State Education Law, Section 607, Part 53, effective as of April 21, 1978. This law is in compliance with Section 493A of Title 45 of the Federal Consumer Information for Students about Villa Maria College costs, refund policies, financial aid, facilities, programs, student retention and graduate placement.

Villa Maria College admits students without regard to gender, sexual orientation, race, color, religion, national origin, handicap or age to all the rights, privileges, programs and activities generally accorded or made available to students at Villa Maria College.

Villa Maria College does not discriminate on the basis of age, race, religion, creed, color, gender, sexual orientation, national or ethnic origin, marital status, physical or mental disability or any other protected status in its admissions or employment policies, nor in any other aspect relative to the conduct of college programs and activities.

Villa Maria College is an equal opportunity, affirmative action employer.

This college is authorized under Federal Law to enroll non-immigrant alien students. The information regarding the Family Education Rights and Privacy Act of 1974 is on page 42 of this catalog. Information concerning Villa Maria College's policies and regulations relating to student conduct and the conditions for dismissal for unsatisfactory conduct can be found in the Villa Maria College Student Handbook.

Villa Maria College is fully accredited by the Board of Regents of the University of the State of New York and the Middle States Commission on Higher Education.

Copies of Villa Maria College's accreditation and licensing documents are located in the reserve area of the library and may be reviewed by students upon request.

Statistics on Villa Maria College Graduates

In 48 graduating classes (1964-2012), Villa Maria College conferred 4973 Associate Degrees; and since 2007, when the first Bachelor Degrees were conferred, 70 Bachelor Degrees have been awarded.

The most recent IPEDS Graduation Rate Report completed in fall 2011 indicated a graduation rate of 33% for the first-time, full time cohort of 2005. This same report shows a 39% average graduation rate over four years.

Of the graduates of 2012 who participated in exit interviews prior to graduation, 26% indicated their intention to continue their education within the next two semesters and 62% are employed.

Of those employed, 29% are already working in a position related to their major and 94% of those not employed are seeking a position within their field of study.

Questions related to reporting of graduation rates may be directed to the Office of Institutional Research.



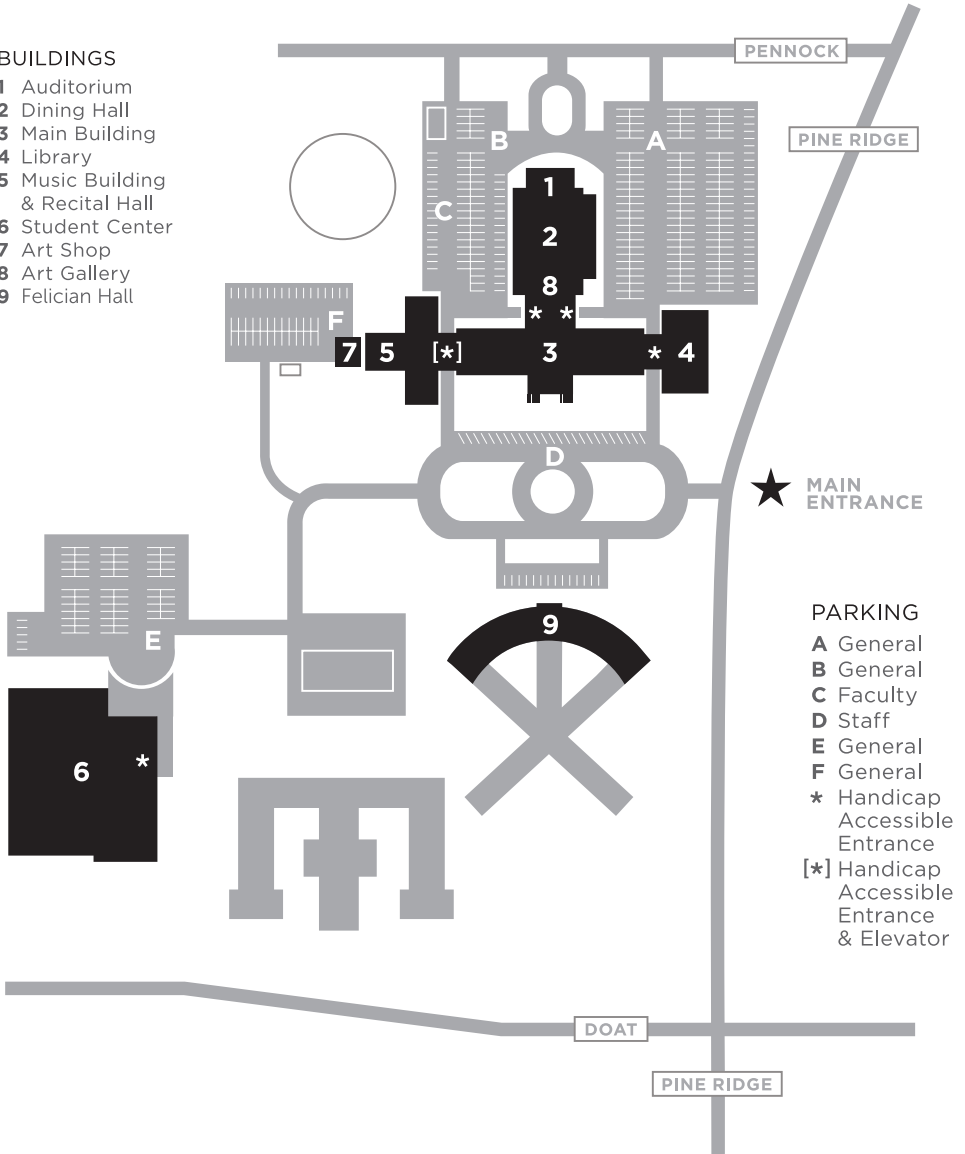
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campus map

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- 1 Auditorium
- 2 Dining Hall
- 3 Main Building
- 4 Library
- 5 Music Building & Recital Hall
- 6 Student Center
- 7 Art Shop
- 8 Art Gallery
- 9 Felician Hall



PARKING

- A General
- B General
- C Faculty
- D Staff
- E General
- F General
- * Handicap Accessible Entrance
- [*] Handicap Accessible Entrance & Elevator



The seal of Villa Maria College is a graphic representation of the foundation upon which the College rests, the life-giving sources which feed it and the ideals which flow from its spirit. The Latin inscription encircling these symbols reads: "Seal of Villa Maria College of Buffalo, New York" and includes the date of the chartering of the College - 1961. The ideals found on the College Seal, are **truth, charity, and unity**. From the ideals flow the core values **Respect for Human Dignity, Compassion, Transformation, Solidarity with the Poor and Justice and Peace**.

As part of its commitment to serving others, which is mirrored in the Felician spirit, and in keeping with the message of St. Francis as part of its faith-based community, Villa Maria College promotes living out its mission and values at both the organizational and individual levels. The College provides opportunities for service learning to all students, which serves to enrich the college experience; works through its Mission Integration Committee to promote its ideals and core values and provides assistance to the Western New York community through its Sister Mary Josette Food Pantry located on campus.

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