Photographs by Therese O'Halloran

FALL 2019 CLASSES

Registration begins **Monday, April 15.**
Fall Semester Classes begin **Wednesday, August 28.**
Fall Payment Deadline for Advanced Registration is **Wednesday, July 24.**

THE COLLEGE RESERVES THE RIGHT TO MAKE CHANGES IN THIS SCHEDULE WHEN NECESSARY. PLEASE CONSULT THE ONLINE webPAL *REGISTRATION SYSTEM FOR THE MOST UP-TO-DATE INFORMATION at www.monroeccc.edu.*

ENRICHING LIVES.
That's our mission.

MONROE COUNTY COMMUNITY COLLEGE

www.monroeccc.edu

FALL 2019: ACADEMIC CALENDAR

Fall Semester Registration Begins for Current and
Re-enrolling Students Using web**PAL** "Student Planning" . . . . .Monday, April 15

Registration Begins for New Students (Open Registration) . . . . .Thursday, April 18

Fee Payment Deadline for Advanced Registration. . . . . Wednesday, July 24

Fall Semester Classes Begin. . . . . .Wednesday, August 28

Saturday & Sunday Classes Will Meet. . . . . . . Saturday, August 31 & Sunday, September 1

Labor Day Holiday (College Closed) . . . . Monday, September 2

Last Day for 100% Refund . . . . Tuesday, September 3

50% Refund Period . . . . .Wednesday, September 4 - Wednesday, September 11

No Refund . . . . .Thursday, September 12

Mid-point of the Semester . . . . .Monday, October 14

Last Day to Change to or from Audit or Pass/Fail . . . . .Monday, October 14

Last Day for Faculty to Submit Faculty-initiated Withdrawals. . . . . .Friday, November 1

Last Day to Withdraw from a Class. . . . . .Friday, November 15

Deadline for Completion of Winter,
Spring & Summer Incomplete Grades. . . . . .Friday, November 15

No Classes. . . . . Wednesday, November 27

Thanksgiving Holiday (College Closed) . . . . Thursday, November 28 & Friday, November 29

Saturday & Sunday Classes
Will Not Meet . . . . Saturday, November 30 & Sunday, December 1

Last Day of Fall Semester Classes . . . . Monday, December 16

Grades Due from Faculty via web**PAL** by Noon .. . . Wednesday, December 18

Grades Available for Students via web**PAL** . . . . Thursday, December 19

(Note: Dates listed are for full semester classes - short classes have earlier deadline dates - call 734.384.4108)

MONROE COUNTY COMMUNITY COLLEGE

enriching lives

www.monroeccc.edu

Main Campus
1555 South Raisinville Road
Monroe, MI 48161
1.877.YES.MCCC
734.242.7300

Whitman Center
7777 Lewis Avenue
Temperance, MI 48182
734.847.0559

VISION
Monroe County Community College will be recognized for our student-focused service, academic excellence, affordability, innovation, community responsiveness and student success.

MISSION
Monroe County Community College enriches lives in our community by providing opportunity through student-focused, affordable, quality higher education and other learning experiences.

**THE COLLEGE RESERVES THE RIGHT TO MAKE CHANGES IN THIS SCHEDULE WHEN NECESSARY.
PLEASE CONSULT THE ONLINE web PAL REGISTRATION SYSTEM FOR THE MOST UP-TO-DATE INFORMATION.**

Office Directory

Main Campus (Information) **734.242.7300**
Toll Free **1.877.YES.MCCC**
Admissions (Building A) 384.4104
Applied Science and Engineering
  Technology Division Office (T 149) 384.4112
Bookstore (Building A) 384.4140
Brightspace Assistance 384.4328
Business Division Office (Z 286) 384.4287
Business Learning Lab (Whitman). 734.847.0559
Cashier (Building A) 384.4231
Counselors (Building A) 384.4104
Disability Services (C 218) 384.4167
Dual Enrollment (Building A) 384.4302
Fee Payment (Building A) 384.4231
Financial Aid (A 159) 384.4135
Health Sciences Division Office (H 120) . . .384.4102
Humanities/Social Science
  Division Office (C 201) 384.4153
International Students (Building A). 384.4302
Learning Assistance Lab (C 218) 384.4167
Library (Building C). 384.4204
Lifelong Learning (Z 286) 384.4127
Orientation (Building A). 384.4104
Placement Testing (Z 258) 384.4104
Refunds (Building A) 384.4291
Regional Computer
  Technology Center (Z 258). 384.4255
Registrar/Registration (Building A) 384.4108
Science/Math Division Office (L 126) 384.4233
Siena Heights University (L 112). 384.4133
Snow/Emergency College
  Closing Information. 384.4223
Spring Arbor University
  (Whitman Center). 734.856.6100
Transfer Students
  (Admissions) (Building A). 384.4104
Veterans (Building A) 384.4108
webPAL Help Desk. 384.4333
Whitman Center, 7777 Lewis Avenue,
  Temperance, Michigan. 734.847.0559
Workforce Development (Z 286). 384.4229

SMOKING POLICY

Smoking and the use of all tobacco products is prohibited at the college and is subject to all applicable laws, including Federal and State "clean air" acts.

This tobacco-free policy prohibits the use of all tobacco products and includes use of all devices intended to simulate smoking, including electronic cigarettes and other similar types of devices.

Topic Index

NEW STUDENTS - Getting Started is Easy

Steps to become an MCCC Student.

STEP 1

Complete an MCCC Application for Admission. There is no fee and the application can be completed online at www.monroeccc.edu. Just click on "Apply to MCCC" and follow the steps.

STEP 2

Apply for financial aid. There are a wide variety of resources available to students, however, it is recommended that you apply as early as possible.

Students who complete their files after the deadline date may not receive funding before the start of the semester. You can get started by:

- Applying online at www.fafsa.gov
- Calling 734.384.4135
- Visiting the Financial Aid Office in Building A, Room 159 on the MCCC Main Campus.
- Visiting the Whitman Center – See Whitman Center office hours on page 9.

STEP 3

Complete one of the following placement options:

a. Submit ACT scores:
  - English – 18 or higher
  - Reading – 18 or higher
  - Math – 20 or higher

b. Submit SAT scores:
  - EBRW – 470 or higher
  - MATH – 460 or higher

c. Provide proof of 12 or more transferable credit hours from a regionally accredited college or university.

d. Take the Accuplacer placement test.

  - Accuplacer is a computerized assessment test that helps to evaluate your skills in reading, writing and math and is used by MCCC's counselors to assist in course selection.
  - The Accuplacer placement test should be taken seriously. We recommend taking practice tests at accuplacer.collegeboard.org/students.

Accuplacer is offered at two locations.

On the Main Campus, it is offered in the Regional Computer Technology Center in Room 258 of the La-Z-Boy Center. Call 734.384.4255 for a schedule of testing times. At the Whitman Center, it is offered in the Business Learning Lab, Room 1. Call 734.847.0559 for testing times.

STEP 4

Schedule an appointment (734.384.4104) with a counselor to review your assessment scores and discuss course selection or remediation. If you have special needs or a disability, call the Learning Assistance Lab (734.384.4167) to meet with a special assistance counselor.

STEP 5

Register for classes.
- Fall Semester – April through start of classes
- Winter Semester – November through start of classes
- Spring/Summer Semester – March through start of classes

STEP 6

Pay tuition and fees. Payment deadlines are: (Check deadlines in the Academic Calendar)
- Fall – July
- Winter – November
- Summer – April

STEP 7

Attend New Student Orientation. MCCC offers online and in-person orientation programs. The online orientation session is available at www.monroeccc.edu/orientation. The schedule for live orientation sessions will be provided at the time of registration for classes.

REMEDIATION OPTIONS

Students with Accuplacer scores below the minimum levels in writing, reading or math will have a limited enrollment status and may require remediation. For information on remediation options, call 734.384.4104.

FALL ORIENTATION DATES, TIMES & LOCATIONS

Wednesday, August 7	5:30 - 7 p.m.	Meyer Theater La-Z-Boy Center
Thursday, August 15	5:30 - 7 p.m.	Whitman Center - Temperance
Monday, August 19	1 - 2:30 p.m.	Meyer Theater La-Z-Boy Center

Please note the building locations on the MCCC campus map in this schedule.

We require you to attend New Student Orientation to learn about all of the resources available to you at MCCC. You will hear about free tutoring, learning resources, clubs and organizations to join, job assistance, what to expect in a college classroom and much more. An optional campus tour will follow the program. Plan approximately one hour for the tour.

To register for mandatory New Student Orientation, sign up online at www.monroeccc.edu or in the Admissions and Guidance Office.

REGISTRATION BEGINS MONDAY, APRIL 15

Current and **previously enrolled** students may register by using the wePAL system or in person during office hours.
*(Please check the appointment schedule on this page for the appropriate
date/time to register according to your cumulative hours earned.)*

Register Online using wePAL Student Planning – www.monroeccc.edu

Register in Person

APPOINTMENT TIMES

This appointment schedule has been developed according to the number of cumulative credit hours earned.
That number will include any transfer credits that have been accepted by MCCC and added to your record.
Students may find the number of cumulative hours earned on wePAL Student Planning-My Progress.
Students may register at their time or any registration time thereafter.

DAY	CUMULATIVE HOURS EARNED	
Monday, April 15	40 credits & over	12 a.m.
Tuesday, April 16	18 credits & over	12 a.m.
Wednesday, April 17	1 credit & over	12 a.m.

BEGINNING APRIL 18 • OPEN REGISTRATION
(Open registration includes continuing, re-enrolling and new students that have met with a counselor.)

FEE PAYMENT
Students registering prior to **July 24** will have until then to pay tuition and fees. Beginning **July 24,** students must pay the same day of registering or adding a class.

LATE REGISTRATION
After classes begin, students may register or add a class prior to the second scheduled class meeting. Short courses or evening classes that meet only once a week may not be entered once the class has met for the first time. **Online classes may not be entered after the first day of the semester or term.**

STUDENT EMAIL ACCOUNTS

MCCC will use your MCCC assigned email account for all college communications. All enrolled academic credit students, as well as new and re-enrolling students, will have an MCCC email account assigned.

Further information is available at: www.monroeccc.edu.

Click on the "Student Email Account" box for instructions, or you may obtain an informational handout at the following locations: Admissions and Guidance Office, Library, Learning Assistance Lab (LAL), Registrar's Office and the Financial Aid Office.

When to Pay

- Students who register in advance must be sure to pay by **Wednesday, July 24**.
- Students who register on or after **July 24** must pay the day of registration.

How to Pay

If you register by webPAL , go to "Tuition and Fees" – "Your Account/Account Summary by Term" – for the amount due. You will also receive a confirmation statement.

1. Nelnet/FACTS - Online Tuition Management

Payment plan options are available through a third party - Nelnet FACTS Online Tuition Management. Go to the MCCC home page (www.monroeccc.edu), log into webPAL Under "Tuition and Fees-Your Account", click on "Create a Payment Plan."

2. Payment by Financial Aid

All students with completed financial aid files prior to registering by webPAL will have their aid applied to tuition and fee charges after classes begin. Students who decide not to attend after registering for classes must contact the Registrar's Office to cancel their registration. Students receiving financial aid are responsible for any charges not covered by their financial assistance.

3. Payment by Credit Card*

You may pay by credit card online with webPAL. You may pay when you register (or later), as long as you pay before the payment deadline. You are responsible for either paying your fees or dropping your class(es).

4. Payment in Person*

You may pay at the cashier's window on or before the deadline. The cashier accepts cash, checks, VISA, Discover Card and MasterCard. Cashier hours are listed on the office hours page.

* A 2% convenience fee will be charged to the cardholder for credit or debit card payments. This fee is a portion of the cost to MCCC for accepting credit cards as a form of payment. MCCC does not profit in any way from this fee.

5. Payment by Mail

Payment by mail is only available to those who register prior to July 24.

Mail early. Payments must be received by Wednesday, July 24.

Make checks payable to MCCC for the exact amount of your tuition and fees. Also, include the student's NAME and SOCIAL SECURITY NUMBER or STUDENT ID NUMBER on the front of the check or money order, and mail to:

Cashier's Office
Monroe County Community College
1555 South Raisinville Road
Monroe, Michigan 48161-9746

If your check is returned for insufficient funds, a hold will be placed on your records until your account is up-to-date. There is a $15 charge for returned checks.

TUITION AND TECHNOLOGY FEE SCHEDULE

Tuition and fees are set by the MCCC Board of Trustees and are subject to change.
Please check the MCCC website for the most current information.

Fall Semester Tuition and Technology Fee Refund Policy

Full Semester Courses:

100%	Through September 3
50%	September 4 - September 11
No refund	Beginning September 12

Non-standard Courses:

(A non-standard course is defined as a course that does not start or does not end on the semester start/end date).

If a **course** length is one to 13 days, the 100 percent refund will apply when withdrawing prior to the day of the first class meeting. No refunds will be issued after this time.

If a **course** length is 14-63 calendar days, the 100 percent refund will apply when withdrawing on the first or second business day of the class. If withdrawing on the third or fourth business day of the class, students will receive a 50 percent refund. No refunds will be issued after this time.
A tuition refund computation is not based on the amount paid, but on the total amount of tuition and fees assessed. If you have a tuition balance at the time you withdraw from class(es), the refund (if any) will be credited to your account.

The processing of refunds for Fall Semester will begin the second week of October.

Lab fees are not refundable beginning with the 50 percent refund period.

The Registration Fee is non-refundable.

Refund Line: 734.384.4291.

NOTE: Some Math courses have a $100 fee. This fee is not refundable after your section of the class has met.

Required Textbook and Supplies Prices

To meet the requirements mandated by the Higher Education Opportunity Act of 2008, textbook information will be posted. Textbook requirements can be viewed in the following ways:

1. Through a public (no sign-in required) link on the MCCC website: www.monroeccc.edu
   - Click on "Departments."
   - Click on "Bookstore."
   - Click on "Textbooks."
   - Click on "http://bookstore.monroeccc.edu"
   - Select your program.

2. Through the webPAL system link on the MCCC website:
   - Click on webPAL.
   - Click on "Applicants and Guests."
   - Click on "Course Schedule."
   - Click on "Advanced Search" to use filters to search.

ORDER/RENT YOUR TEXTBOOKS

You can order your textbooks online with the MCCC Bookstore. Access the required list of textbooks for your class from the college website and use your credit card for payment. You have the option of picking up your order in the Bookstore, at the Whitman Center or having it shipped directly to your home.

EMERGENCY NOTIFICATION SYSTEM

SIGN UP NOW FOR MCCC'S EMERGENCY NOTIFICATION SYSTEM!

Notification for closings or delays for inclement weather and emergency situations can be sent directly to your phone and/or email address.

As soon as we know – you know!

Please visit our Emergency Notification Web site at **www.monroeccc.edu/notify**

(You may also contact the Office of the Vice President of Student and Information Services for more information at 734.384.4316)

FALL 2019: TUITION AND FEES
BILLABLE CONTACT HOUR SYSTEM

About the Billable Contact Hour System

The method used to calculate the cost of instruction at Monroe County Community College is based on billable contact hours.

What is a billable contact hour?

The cost for attending a course is determined by the course's billable contact hours, rather than credit hours. A billable contact hour reflects an amount of time that a student spends in direct contact with an instructor, laboratory equipment or other instructional setting.

Charging by billable contact hours more fairly distributes the cost of instruction to those students who receive extra instruction. Based on this system, only students who are the recipients of additional instruction will pay for additional billable contact hours.

How are billable contact hours for a course determined?

Several factors are considered in determining the billable contact hours of a course. The main factor is the number of hours the student is expected to either be in a class or in another "instructional" setting (such as a lab or clinical setting) in a typical week for a full-semester course. For the majority of courses at MCCC, the credit hours and the billable contact hours are the same.

Course information in this schedule and the wePAL online course registration system includes both a credit hour and a billable contact hour for every MCCC credit course.

What types of financial aid are available to students?

There are a variety of ways MCCC students can get help in paying tuition, including grants, work-study, scholarships, payment plans and loans. To find out more about options, contact the Financial Aid Office at 734.384.4135.

TUITION AND TECHNOLOGY FEE SCHEDULE

Tuition and fees are set by the MCCC Board of Trustees and are subject to change.
Please check the MCCC website for the most current information.

Auditing a Course

The audit option is available to all students for all courses once the required form is completed and submitted to the Registrar's Office. Students do not receive grades or credit for an audited course, and audit credits are not included in student enrollment status. However, fees are the same as for students taking the class for credit. Transfer from audit to credit status (or vice versa) is not permitted after the mid-point of the class.

Pass/Fail Option

The pass/fail option is available to all students for all courses once the required form is completed and submitted to the Registrar's Office. Courses elected on the pass/fail option may not exceed 12 hours of "P" (pass) for a degree program and/or one course during any semester. The "P" (pass) grade shall be equivalent to A, B and C. Transfer from pass/fail to credit status (or vice versa) is not permitted after the mid-point of the class.

Graduation

Students who anticipate completing their degree requirements during the next academic year should submit their application two full semesters in advance. This will allow the Registrar's Office time to do a graduation audit to determine whether requirements for the degree are being met. To be included in the spring commencement exercises, and to order a cap and gown, your application for degree must be on file by the end of January. For additional information, please contact the Registrar's Office at 734.384.4304.

Academic Transcripts

Students request official transcripts online at www.monroeccc.edu. or via webPAL. MCCC will not release a transcript if the student has a financial hold.

Unofficial transcripts can be viewed and printed via webPAL Student Planning or may be obtained at no charge upon request. (Picture ID is required.)

All official transcripts are requested online at www.monroeccc.edu.

Transcripts from other institutions will not be released or photocopied.

MCCC Credit by Examination Fee

Students will be assessed a fee for MCCC Credit by Examination. The non-refundable fee ($35 for a one-credit course and $70 for courses of two or more credits) is payable when the Application for MCCC Credit by Examination is submitted. Applications are available in division offices. This fee is only assessed on the MCCC Credit by Examination and does not affect the Advanced Placement (AP) or College Level Examination Program (CLEP).

Withdrawals

A student may withdraw from a course via webPAL Student Planning or in person through the "last date to withdraw" date listed in the Academic Calendar (inside the front cover) of this schedule. No withdrawals will be processed after that date. The withdrawal deadline is prorated for any course less (or more) than the full semester.

Holds

Students who have outstanding tuition, library fines or other indebtedness to MCCC will not be allowed to register until the debt is paid. MCCC will not release a transcript or verify enrollment if the student has a financial hold.

Add/Drops

Adds and drops may be processed via webPAL Student Planning or in person during the times listed in this schedule. Students may register or add a class prior to the second scheduled class meeting. Short courses or evening and Saturday classes that meet only once a week may not be entered once the class has met for the first time. Online classes may not be entered after the first day of the semester.

Maximum Hours

Students wishing to enroll for more than 17 credit hours will need special approval from the vice president of instruction or vice president of student and information services.

Residency Status

A. Tuition will be assessed and collected according to the residency status of the student on the first day of the semester or the first day the student is officially enrolled after the first day of the semester. Requests for change of status must be submitted by that time.

B. Resident rates will be assessed in cases where:
   1. The student, or parents of a dependent student, own(s) either property or a business which is located within Monroe County (Michigan).
   2. The student's tuition is paid by his or her employer and either the student or the employer is considered a county resident. (An employer is considered a county resident if that employer operates a business, or branch thereof, within Monroe County, Michigan).
   3. The student is considered a resident, as defined below:
      a. The residence of a student who is a dependent follows that of his/her parent or legal guardian. Student must be claimed on current health insurance or prior tax return of parent/legal guardian.
      b. A person may qualify as a resident by residing: 1) six months within the state of Michigan, and 2) 30 days within a Monroe County (Michigan) precinct. If a person moves to another precinct within the county, he/she is still considered a resident of the county.
      c. Any individual using educational assistance under either Chapter 30 (Montgomery GI Bill* - Active Duty Program), Chapter 33 (Post 9/11 GI Bill*) of Title 38, United States Code, and/or the Marine Gunnery Sergeant John David Fry Scholarship (38 U.S.C. §3311 (b)(9)) who lives in the State of Michigan while attending Monroe County Community College (regardless of his/her formal state of residence) shall be charged no more than in-state tuition.

In cases where the residency of a student is considered in doubt, the student may be asked to provide proof in the form of: 1) up-to-date voter registration card, 2) a vehicle registration form (pre-printed by the Secretary of State), 3) a driver's license, 4) an official communication from a municipal official indicating how long the student has resided in the county. Questions concerning individual cases in regard to these regulations should be directed to the registrar.

Ohio Tuition Reciprocity

Monroe County Community College and Owens Community College have a tuition reciprocity agreement. Ohio residents enrolled in a program not available at Owens Community College may attend MCCC and pay out-of-county tuition rates. Approval is necessary, and application forms must be submitted to the MCCC Registrar's Office at the time of registration or at least prior to the first day of class of the semester.

Senior Citizen Tuition Waiver

Monroe County residents who are age 60 or older qualify for a waiver of 50 percent tuition. Registration, technology, course and lab fees will be charged.

Veterans Benefit Recipients

Monroe County Community College welcomes and provides information, guidance and counseling to those eligible for educational benefits under applicable public laws. All students who are eligible for and elect to receive education and training benefits while attending Monroe County Community College may address inquiries for information to the Financial Aid Office at 1555 S. Raisinville Road, Monroe, MI 48161.

A student whose Monroe County Community College cumulative GPA drops below 1.800 may be certified for a maximum of two additional semesters. If, after these two semesters, he or she does not raise the cumulative GPA to a 1.800, no additional certifications will be submitted on behalf of the veteran, and the Veterans Administration will be notified that the student is on VA probation. Should the veteran raise his or her cumulative GPA to a 1.800 in subsequent semesters, the college can retroactively certify the veteran for one full year.

Audited courses are not eligible for the GI Bill.

Information regarding veterans benefits, Post 9/11 GI Bill, the Montgomery GI Bill, Survivors and Dependents, or Selected Reserves may be obtained from the Financial Aid Office.

For information regarding VA Tuition Assistance, Vocational Rehabilitation and VA scholarships, please contact the Financial Aid Office.

Educational Rights and Privacy Act

Monroe County Community College complies with the provisions of the Family Educational Rights and Privacy Act (FERPA), which governs the release of personally identifiable information of MCCC students. This act allows students to view most records on file with MCCC and also specifies under what conditions information may be released. Further information about this law and students rights and privileges may be obtained from the Registrar's Office or from the MCCC website.

While MCCC does not publish a directory of students, the following items are considered "directory information" and may be released without the student's prior consent: name, address, email address, terms of attendance, enrollment status, degrees and awards received and most recent previous educational institution attended. MCCC will not release any other information concerning a student without written authorization from the student. Other than required by law, MCCC does not sell or otherwise provide the names and addresses of students to companies or agencies outside of MCCC.

Disability Services

If you have a documented disability for which an accommodation may be appropriate, please contact Disability Services at 734.384.4167 for an appointment. Students must register with Disability Services each semester to receive accomodations.

Check Out the Learning Assistance Lab!

- Tutoring
- Study Skills
- Writing Center
- Special Workshops

(Call 734.384.4167 for an appointment)

First Steps for Classroom Success

"First Steps" is a free workshop for first-time college students and students without recent classroom experience. The workshop topics include:

- Adapting to the academic demands of college
- Taking effective lecture notes
- Goal setting and time management
- How to study

Visit www.monroeccc.edu/lal/lal.htm for First Steps workshop dates. Call 734.384.4167 or stop by Room C 218 to register.

Parking Regulations

The roadways on campus are under the jurisdiction of Monroe Township and subject to the ordinances of the township.

1. All vehicles should be properly parked in compliance to lot markings and signage. Improperly parked vehicles are subject to towing.
2. No parking is permitted on the grass, walkways or pedestrian right-of-ways.
3. Vehicles parked in spaces designated for the physically disabled must display proper authorization. Student stickers for temporary authorization for physically accessible parking may be requested from the Learning Assistance Lab located in the Campbell Learning Resources Center (C 218, 734.384.4167).
4. Staff and students should not park in spaces designated for Board of Trustees, visitors or other limited parking.
5. Certain areas are designated for staff parking only. Vehicles parked in these areas must display a staff parking sticker. (Student assistants are not considered "staff" in matters of parking.)

Emergency College Closing

When weather conditions are considered hazardous, the institution may close or postpone the opening of the college campus.

SIGN UP NOW for MCCC's Emergency Notification System!
Alert notification for closings or delays for inclement weather and emergency situations can be sent directly to your phone or email address.

As soon as we know - you know!
Please visit our Emergency Notification Web site at
www.monroeccc.edu/notify
(You may also contact the Office of the Vice President of Student and Information Services for more information at 734.384.4316)

Visit the MCCC website at www.monroeccc.edu. Click on the appropriate link for the up-to-date campus status, or call 734.384.4223 for campus status information.

Effort will be made to broadcast this information over the following Detroit and Toledo radio and television broadcasting networks. (MCCC has no control over the timeliness of the posting or the posting of incorrect information for this optional service.)

Television Channels		Radio Stations		
Detroit Area	Toledo Area	Detroit	Toledo	Monroe
WDIV - TV 4	WTOL - TV 11	WJR - AM 760	WLQR - AM 1470	WMIM - FM 98.3
WXYZ - TV 7	WTVG - TV 13		WTOD - AM 1560	
			WXKR - FM 94.5	

FALL 2019 & SUMMER 2019: OFFICE HOURS

Main Campus

1555 S. Raisinville Road
Monroe, Michigan
734.242.7300
877.YES.MCCC

Office Hours
Admissions & Counseling (Building A)
Monday • 8 a.m. – 7 p.m.
Tuesday through Friday • 8 a.m. – 4:30 p.m.

Bookstore (Building A)
Monday • 8 a.m. – 7 p.m.
Tuesday through Friday • 8 a.m. – 4:30 p.m.
Closed Saturday

Cashier (Building A)
Monday • 8 a.m. – 7 p.m.
Tuesday through Friday • 8 a.m. – 4:30 p.m.

Corporate and Community Services (Building Z)
(Lifelong Learning and Workforce Development)
Monday through Thursday • 7:30 a.m. – 6 p.m.
Friday • 8 a.m. – noon

Financial Aid (A 159)
Monday • 8 a.m. – 7 p.m.
Tuesday through Friday • 8 a.m. – 4:30 p.m.

Learning Assistance Lab (LAL) (C 218)
Hours to be determined.

Library (Building C)
Monday through Thursday • 8 a.m. – 8 p.m.
Friday • 8 a.m. – 4:30 p.m.
Saturday • Closed

Registrar (Building A)
Monday • 8 a.m. – 7 p.m.
Tuesday through Friday • 8 a.m. – 4:30 p.m.

Regional Computer Technology Center (RCTC) (Z 258)
Monday through Thursday • 7:30 a.m. – 8:30 p.m.
Friday • 8 a.m. – noon
Saturday • Closed

Switchboard (Building A)
Monday through Friday • 8 a.m. – 4:30 p.m.

SUMMER BUSINESS HOURS
Main Campus: May 13 - August 9
Monday - Thursday	7:30 a.m. – 5 p.m.
Friday	8 a.m. – noon

Whitman Center

7777 Lewis Avenue
Temperance, Michigan
734.847.0559
877.YES.MCCC

Office Hours
Monday through Thursday • 8 a.m. - 6 p.m.
Friday and Saturday • Closed
Academic advising available by appointment

Business Learning Lab (BLL)
Monday – Thursday • 8 a.m. – 6 p.m.
Closed Friday and Saturday

Placement Testing
Please call the Whitman Center
for Accuplacer testing times (734.847.0559).

New Student Orientation
Tuesday, August 16 • 6 p.m.

Tutoring Service hours arranged as needed.

SUMMER BUSINESS HOURS
Whitman Center

May 6 - May 24*
Monday through Thursday • 8 a.m. – 6 p.m.
Friday, Saturday, Sunday • Closed

May 28 - August 9*
Mon, Tues, Thurs • 8 a.m. – 4:30 p.m.
Wed, Fri, Sat, Sun • Closed

*Hours subject to change

FALL 2019: REGISTRATION AND STUDENT RECORDS VIA webPAL

www.monroeccc.edu
webPAL Help Desk: 734.384.4333

How Does webPAL Work?

webPAL is an online system that allows students to access records, register for classes, pay fees and complete a number of other processes through a secure Web server. System availability and registration times are published in this schedule.

Who Can Use webPAL?

webPAL is available to students who have been enrolled any time since the Fall of 1997. webPAL is usually available for new students the day after they meet with a counselor. Students attending prior to the Fall of 1997 should call the Help Desk to request account setup.

How Do I Sign On?

- Go to MCCC's Web site: **www.monroeccc.edu**.
- Click on the webPAL logo.
- First-time users: click on "First Time Users Click HERE!"
- Read and print "How do I log on to webPAL?"
- Click on "Log In" and follow the instructions you printed to confirm your webPAL User ID and to set your secure personal password. (Make a note of your new password or use the password hint reminder.)
  Passwords do expire. After six months, you will be required to create a new password.
- If you were successful at logging in, click on "Students."
- Go to "Student Planning" then "User Options" and then "User Profile" to view student email and update address. This is the email address MCCC will use for all communications with students – including waitlist notification.
- Use "Student Planning" to choose any other option and explore!
- When finished, "Sign Out" and close your browser.
- If you have problems, please read and follow carefully the instructions you printed from "How do I log on to webPAL?"

Where Can I Access webPAL?

You can access webPAL from any browser, on any computer, including Macs.

If you don't have a computer at home, webPAL is available on the Main Campus and at the Whitman Center. Visit one of the computer labs listed in this schedule.

What Can I Do with webPAL?

- Check class availability. Use the "Student Planning-Course Catalog" option.
  Note: The "Student Planning-Course Catalog" feature is available to the public and does not require a password to log in.
- Register for classes
- Drop or add classes
- Add your name to the waitlist for a closed class
- Get your class schedule
- Pay fees by Visa, MasterCard or Discover
- Check your amount due
- Check your financial aid
- Find out your grades for a semester
- Look at all courses completed and grades
- Reset a forgotten password online (using your MCCC email address)
- Check to see who your faculty advisor is
- Plan and view program progress
- Manage your waitlist
- Check prices of required textbooks and supplies
- Change your major or program of study

STUDENT LEARNING EXPERIENCES

Face-to-Face: These courses require students to come to the MCCC campus on prescribed days and times. These courses may utilize a Web-based component as a supplement to the instructor's face-to-face classroom instruction.

Blended: These courses blend face-to-face classroom instruction with a significant amount of Web-based instruction. The class schedule in these courses will require the student to come to MCCC campus as established by the instructor.

Online: These courses deliver instruction in an entirely Web-based format. Some exams and assignments may be required at authorized locations as established by the instructor.

www.monroeccc.edu
webPAL Help Desk: 734.384.4333

How To Start
- Sign into webPAL and click on "Student Planning"

Planning Courses
- Under "Student Planning" select "My Progress"
- Review outstanding degree/program requirements *(red font)*
- Click on the course you want to take to fulfill the outstanding requirements
- Click "Add Course to Plan" and select the term you would like to take the course
- Select "Back to My Progress" *(upper left of page)*
- Continue planning outstanding requirements

Registering
- Under "Student Planning" select "Plan & Schedule"
- Use arrows to select the term you want to register for
- Click on "View Other Sections"
- Select the section you wish to register for and click "Add Section"
- Click "Register Now" *(upper right)* to register for all selected sections or click "Register" under each section *(left)*
- Verify completed schedule on right of screen
- Sign out and close browser

Dropping
- Under "Student Planning" select "Plan & Schedule"
- Use arrows to select term
- Click the "Drop" button on the section you want to drop
- Verify the drop by reviewing the schedule on the right
- Sign out and close browser

Adding and Managing Waitlists
- If a section you are registering for is full, you may add yourself to a waitlist by clicking the "Waitlist" button *(left)*. You will receive an email if you are given permission to register for this section. You will have 24 hours to register for this section before your permission expires.
- Follow above instructions for registering
- You may also remove yourself from a waitlist by clicking "Drop Waitlist"
- Sign out and close browser

Course Catalog/Advanced Search
- You may also use the Course Catalog to search and plan courses
- Under the "Student Planning" tab select "Course Catalog"
- **Subject Search:** You can search by subject by clicking the subject below
- **Advanced Search:** Use filters to select term, courses, days and times
- To plan a course, click "Add Course to Plan"
- Follow above instructions for registering

Unofficial Transcript
- Under the "Student Planning" tab, select "Unofficial Transcript"
- Click on "Graduation Audit Transcript"
- Save or print unofficial transcript

"Academics" Tab in "Student Planning"
- View grades
- Change Program Form
- Request official transcript

FEDERAL PROGRAMS

Federal programs are available on the basis of demonstrated need to undergraduate students attending eligible vocational schools or colleges. Application information is available both through high school guidance offices and post-secondary school financial aid offices. Most schools require students to complete the Free Application for Federal Student Aid (FAFSA) before they can be considered for other sources of aid administered by the school. To apply, go to www.fafsa.gov.

Pell Grant

Pell Grants are awards to help undergraduates pay for their education after high school. For many students, these grants provide a "foundation" of financial aid to which aid from other federal and non-federal sources may be added. Unlike loans, grants do not have to be paid back. Based on demonstrated need.

Supplemental Educational Opportunity Grant (SEOG)

A Supplemental Educational Opportunity Grant (SEOG) is an award to help pay for education after high school. It is for undergraduates only, and it does not have to be paid back. Awarded to students with the highest unmet need.

Federal Work-Study Program

The College Work-Study (CWS) Program provides jobs for undergraduate and graduate students who need financial aid. CWS gives you a chance to earn money to help pay your educational expenses.

Direct Student Loan Program

Students may be eligible to borrow funds for study at eligible colleges or vocational schools if they meet program requirements. To start the Federal Direct Stafford Loan application process, login to webPAL. Students can accept the entire loan amount or change and accept a reduced amount.

PLUS Loan Program

Parents may borrow via the PLUS Loan Program for their dependent children. To apply, please contact the Financial Aid Office at 734.384.4135.

MICHIGAN STUDENT ASSISTANCE PROGRAMS

Michigan Competitive Scholarship Program

The Michigan Competitive Scholarship is available to Michigan students attending public Michigan colleges and universities. Awards are based on academic merit and financial need. Students must file the FAFSA by March 1 for consideration.

Tuition Incentive Program (TIP)

The Tuition Incentive Program pays college tuition and fees for students in Michigan who met Medicaid eligibility requirements. Students who graduated from high school or obtained a GED (General Education Development) certificate before reaching age 20, and met the Medicaid eligibility requirements, may be eligible. Students must apply before leaving high school.

Internal Scholarships

MCCC awards a large variety of endowed and annual scholarships. A list of these scholarships and the criteria for awarding these scholarships can be found at https://monroeccc.academicworks.com/opportunities, on the MCCC Web site and in the Financial Aid Office. The deadline for applying for these scholarships is March 1.

Financial Aid Deadlines

Fall - July 1
Winter - November 1

Students who complete their files after the deadline date may not receive a financial package before tuition is due.

For further information, contact the **Financial Aid Office** by stopping in or calling **734.384.4135**.

EMPLOYMENT ASSISTANCE/ WORKFORCE DEVELOPMENT

The Office of Workforce Development at MCCC offers students, alumni, and Monroe County Residents free assistance in locating employment opportunities in the Monroe area. The office provides information regarding available part-time, full-time, permanent and temporary positions in a wide variety of areas. Student assistant positions are also available through the office. To register for these services, please visit our website at www.collegecentral.com/monroeccc; email Barry Kinsey, Director of Workforce Development, at bkinsey@monroeccc.edu, or call the office at 734.384.4127. Follow us on Twitter @ MCCC Employment or like us on Facebook by searching Monroe County Community College Employment Assistance/Workforce Development.

COURSE PREFIXES

Business Courses

Accounting (ACCTG)
Administrative Professional (ADMN)
Business Administration (BUSAD)
Business Law (BSLW)
Business Management (BMGT)
Business Math (BSMTH)
Computer Information Systems (CIS)
Culinary Skills and Management (CSM)
Cybersecurity and Information Assurance (IAS)
Economics (ECON)
Marketing Communications (MCOM)
Quality Systems Technology (QSTC)
Word Processing (WPR)

Science/Mathematics Courses

Astronomy (ASTRN)
Biology (BIOL)
Chemistry (CHEM)
Early Childhood Education (ECE)
Earth Science (ESC)
Mathematics (MATH)
Meteorology (MET)
Physical Geography (GEOG)
Physical Science (PHYSC)
Physics (PHY)

Health Sciences Courses

Certified Nurse Aide (CNA)
Health/Physical Education (HPE)
Health Science (HLTSC)
Nursing (NURS)
PN to RN Program Option (PNRN)
Practical Nursing (PNUR)
Respiratory Therapy (RTH)

Humanities Courses

Art (ART)
Communications (COMM)
Dance (DANCE)
English (ENGL)
Foreign Language (FREN, GERMN, SPAN)
Humanities (HUMAN)
Journalism (JOURN)
Music (MUSIC)
Philosophy (PHIL)
Speech (SPCH)
Theater (THEA)

Applied Science and Engineering Technology Courses

Automotive Engineering Technology (AUTO)
Automotive Service Technology (AST)
Construction Management Technology (CONM)
Electrical Engineering Technology (ELEC)
Materials Technology (MATL)
Mechanical Design Technology (MDTC)
Mechanical Engineering Technology (METC)
Metrology and Quality Technology (QSTC)
Non-destructive Testing (NUET)
Nuclear Engineering Technology (NUET)
Product and Process Technology (MECH)
Renewable Energy (ELEC)
Welding Technology (WELD)

Social Science Courses

Anthropology (ANTHR)
Criminal Justice (CRJ)
Geography (GEOG)
Gender and Women's Studies (GWST)
History (HIST)
Political Science (POLSC)
Psychology (PSYCH)
Social Work (SWK)
Sociology (SOC)

Other Courses

College Success Skills (COLL)
Education (EDUC)

WITHDRAWAL POLICY

A student may withdraw from a course via webPAL or in person through the "last day to withdraw" date listed in the Academic Calendar (inside front cover) of this schedule. No withdrawal will be processed after that date. The withdrawal deadline is prorated for any course less (or more) than 15 weeks.

GRADES VIA webPAL

Get your grades via webPAL by visiting the MCCC website at www.monroeccc.edu. Click on the webPAL icon on the MCCC home page. Log in to your account, and select Student Planning and then the "Academics" tab and "Grades".

Monroe County Community College does not mail printed grade reports to students.
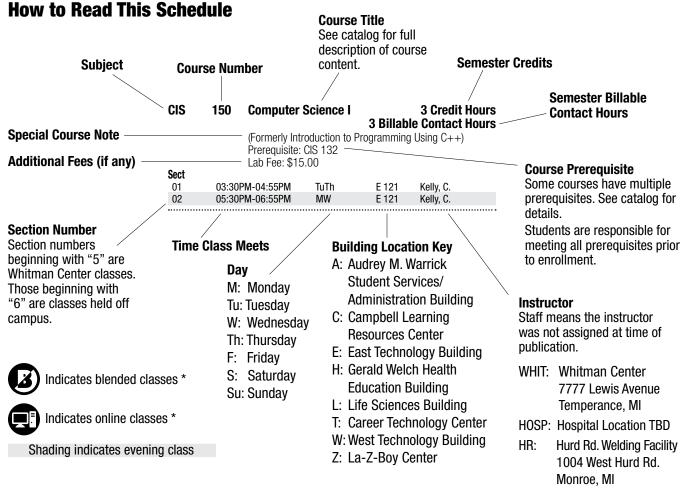
15-week grades for Fall Semester will be available to students via webPAL
Fall: December ??
(Short course grades are normally available seven days after the last class.)
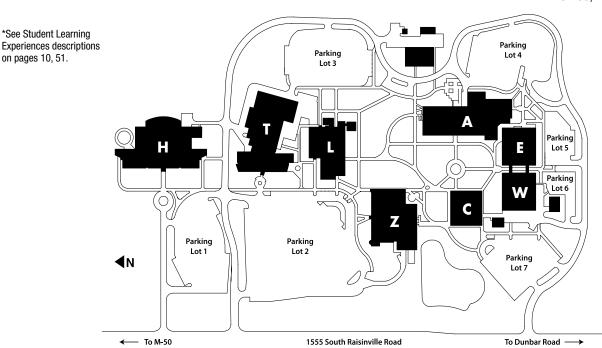
Students who need a printed copy of their grades for scholarship or reimbursement purposes may obtain a copy by calling the Registrar's Office at 734.384.4108. Grade reports requested by students will be mailed within 14 days of the request.

How to Read This Schedule

Course Title
See catalog for full description of course content.

Subject

Course Number

Semester Credits

Semester Billable Contact Hours

CIS	150	Computer Science I	3 Credit Hours
			3 Billable Contact Hours

Special Course Note — (Formerly Introduction to Programming Using C++)
Prerequisite: CIS 132

Additional Fees (if any) — Lab Fee: $15.00

Course Prerequisite
Some courses have multiple prerequisites. See catalog for details.

Students are responsible for meeting all prerequisites prior to enrollment.

Sect				
01	03:30PM-04:55PM	TuTh	E 121	Kelly, C.
02	05:30PM-06:55PM	MW	E 121	Kelly, C.

Section Number
Section numbers beginning with "5" are Whitman Center classes. Those beginning with "6" are classes held off campus.

Time Class Meets

Day
M: Monday
Tu: Tuesday
W: Wednesday
Th: Thursday
F: Friday
S: Saturday
Su: Sunday

Building Location Key
A: Audrey M. Warrick Student Services/ Administration Building
C: Campbell Learning Resources Center
E: East Technology Building
H: Gerald Welch Health Education Building
L: Life Sciences Building
T: Career Technology Center
W: West Technology Building
Z: La-Z-Boy Center

Instructor
Staff means the instructor was not assigned at time of publication.

WHIT: Whitman Center
7777 Lewis Avenue
Temperance, MI

HOSP: Hospital Location TBD

HR: Hurd Rd. Welding Facility
1004 West Hurd Rd.
Monroe, MI

Indicates blended classes *

Indicates online classes *

Shading indicates evening class

*See Student Learning Experiences descriptions on pages 10, 51.

The Fall Semester begins Wednesday, August 28 and ends Monday, December 16.
(Classes with dates other than August 28 to December 16 are noted.)

ACCOUNTING

ACCTG 151   **Accounting Principles**   **4 Credit Hours**
4 Billable Contact Hours

Prerequisite: RDG 090 and ENGL 090 and completion of, or co-register in BSMTH 101, MATH 126, MATH 151 or higher, or achieve a MATH score on the accepted placement tests which satisfies current college general education requirements for graduation. If you are registering for an online or blended course for the first time at MCCC, you must also complete the Online Orientation (ONL-001) prior to the start of the semester. You will be automatically enrolled into the Online Orientation within 5 days of registering in your online course(s). Failure to complete the required Online Orientation may result in de-registration from your online courses. Please contact the eLearning and Instructional Support Office at 734.384.4328 or elearning@monroeccc. edu for more information.

Sect
01	09:00AM-10:52AM	MW	C 226	Staff
02	10:30AM-12:22PM	TuTh	C 226	Baul, P.
03	05:00PM-06:52PM	TuTh	C 226	Wang, S.
L1	Online Course	Course Fee $75.00		Wang, S.

Students must have computer skills and reliable Internet capabilities. To get started in your online course, please go to http://www.monroeccc.edu/ online-courses.htm to learn more about the specific course requirements and the PC/Mac compatibilities.

ACCTG 152   **Accounting Principles**   **4 Credit Hours**
4 Billable Contact Hours

Prerequisite: ACCTG 151; If you are registering for an online or blended course for the first time at MCCC, you must also complete the Online Orientation (ONL-001) prior to the start of the semester. You will be automatically enrolled into the Online Orientation within 5 days of registering in your online course(s). Failure to complete the required Online Orientation may result in de-registration from your online courses. Please contact the eLearning and Instructional Support Office at 734.384.4328 or elearning@monroeccc. edu for more information.

Sect
01	08:30AM-10:22AM	TuTh	C 226	Baul, P.
L1	Online Course	Course Fee $75.00		Baul, P.

Students must have computer skills and reliable Internet capabilities. To get started in your online course, please go to http://www.monroeccc.edu/ online-courses.htm to learn more about the specific course requirements and the PC/Mac compatibilities.

ACCTG 201   **Microcomputer**   **3 Credit Hours**
Accounting I   **3 Billable Contact Hours**

Prerequisite: ACCTG 151 and CIS 109; If you are registering for an online or blended course for the first time at MCCC, you must also complete the Online Orientation (ONL-001) prior to the start of the semester. You will be automatically enrolled into the Online Orientation within 5 days of registering in your online course(s). Failure to complete the required Online Orientation may result in de-registration from your online courses. Please contact the eLearning and Instructional Support Office at 734.384.4328 or elearning@monroeccc. edu for more information.

Sect
L1	Online Course	Course Fee $75.00	Baul, P.

Students must have computer skills and reliable Internet capabilities. To get started in your online course, please go to http://www.monroeccc.edu/ online-courses.htm to learn more about the specific course requirements and the PC/Mac compatibilities.

ACCTG 220   **Payroll Accounting**   **3 Credit Hours**
3 Billable Contact Hours

Prerequisite: ACCTG 151. You must also complete the Online Orientation (ONL-001) prior to the start of the semester or have previously completed an online course at MCCC. You will be automatically enrolled into the Online Orientation within 5 days of registering in your online course(s). Failure to complete the required Online Orientation may result in de-registration from your online courses. Please contact the eLearning office at 734.384.4328 or elearning@monroeccc.edu for further information.

Sect
L1	Online Course	Course Fee $75.00	Wang, S.

Students must have computer skills and reliable Internet capabilities. To get started in your online course, please go to http://www.monroeccc.edu/ online-courses.htm to learn more about the specific course requirements and the PC/Mac compatibilities.

M = Monday   Tu = Tuesday   W = Wednesday   Th = Thursday   F = Friday   S = Saturday   Su = Sunday   Whit = Whitman Center   = Evening Classes

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ACCTG 251   **Intermediate Accounting I**   **4 Credit Hours**
4 Billable Contact Hours

Prerequisite: ACCTG 152; If you are registering for an online or blended course for the first time at MCCC, you must also complete the Online Orientation (ONL-001) prior to the start of the semester. You will be automatically enrolled into the Online Orientation within 5 days of registering in your online course(s). Failure to complete the required Online Orientation may result in de-registration from your online courses. Please contact the eLearning and Instructional Support Office at 734.384.4328 or elearning@monroeccc.edu for more information.

Sect
L1   Online Course   Course Fee $75.00   Wang, S.

Students must have computer skills and reliable Internet capabilities. To get started in your online course, please go to http://www.monroeccc.edu/online-courses.htm to learn more about the specific course requirements and the PC/Mac compatibilities.

ACCTG 255   **Introduction to Taxation**   **3 Credit Hours**
3 Billable Contact Hours

Prerequisite: ACCTG 151; If you are registering for an online or blended course for the first time at MCCC, you must also complete the Online Orientation (ONL-001) prior to the start of the semester. You will be automatically enrolled into the Online Orientation within 5 days of registering in your online course(s). Failure to complete the required Online Orientation may result in de-registration from your online courses. Please contact the eLearning and Instructional Support Office at 734.384.4328 or elearning@monroeccc.edu for more information.

Sect
L1   Online Course   Course Fee $75.00   Baul, P.

Students must have computer skills and reliable Internet capabilities. To get started in your online course, please go to http://www.monroeccc.edu/online-courses.htm to learn more about the specific course requirements and the PC/Mac compatibilities.

ANTHROPOLOGY

ANTHR 152   **Introduction to Cultural**   **3 Credit Hours**
Anthropology   **3 Billable Contact Hours**

Prerequisite: RDG 090 and ENGL 090 or qualifying scores on accepted placement tests

Sect				
01	09:30AM-10:50AM	MW	C 228	Mohney, K.
02	05:30PM-08:20PM	M	C 229	Mohney, K.
51	09:30AM-10:50AM	TuTh	WHIT 2	Mohney, K.
52	03:30PM-04:50PM	MW	WHIT 2	Mohney, K.

ANTHR 155   **Introduction to**   **3 Credit Hours**
Archaeology   **3 Billable Contact Hours**

Prerequisite: RDG 090 and ENGL 090 or qualifying scores on accepted placement tests

Sect				
01	12:30PM-01:50PM	MW	C 6	Mohney, K.

ART

ART 151   **Art Fundamentals**   **3 Credit Hours**
6 Billable Contact Hours

Prerequisite: RDG 090 and ENGL 090 or qualifying scores on accepted placement tests

Sect				
01	09:30AM-12:20PM	MW	A 165	O'Halloran, T.

ART 155   **Art Appreciation**   **3 Credit Hours**
3 Billable Contact Hours

Prerequisite: RDG 090 and ENGL 090 or qualifying scores on accepted placement tests
Lab Fee: $6.00

Sect				
01	12:30PM-01:50PM	MW	A 165	O'Halloran, T.

ART 160   **Two-Dimensional Design**   **3 Credit Hours**
6 Billable Contact Hours

Prerequisite: RDG 090 and ENGL 090 or qualifying scores on accepted placement tests

Sect				
01	09:30AM-12:20PM	TuTh	A 165	Hile, D.

ART 165   **Illustration Techniques**   **3 Credit Hours**
6 Billable Contact Hours

Prerequisite: RDG 090 and ENGL 090 or qualifying scores on accepted placement tests
Lab Fee: $20.00

Sect				
01	02:00PM-04:50PM	MW	A 165	Hile, D.

ART 180   **Drawing I**   **3 Credit Hours**
6 Billable Contact Hours

Prerequisite: RDG 090 and ENGL 090 or qualifying scores on accepted placement tests

Sect				
01	02:00PM-04:50PM	TuTh	A 165	O'Halloran, T.
51	05:30PM-08:20PM	MW	WHIT 10	O'Halloran, T.

ART 181   **Drawing II**   **3 Credit Hours**
3 Billable Contact Hours

Prerequisite: ART 180

Sect				
01	03:30PM-04:50PM	TuTh	A 165	O'Halloran, T.
51	07:00PM-08:20PM	MW	WHIT 10	O'Halloran, T.

ART 190   **Painting I**   **3 Credit Hours**
6 Billable Contact Hours

Prerequisite: RDG 090 and ENGL 090 or qualifying scores on accepted placement tests

Sect				
01	05:30PM-08:20PM	TuTh	A 165	Staff

ART 191   **Painting II**   **3 Credit Hours**
3 Billable Contact Hours

Prerequisite: ART 190

Sect				
01	07:00PM-08:20PM	TuTh	A 165	Staff

ART 250   **Watercolor Painting I**   **3 Credit Hours**
6 Billable Contact Hours

Prerequisite: RDG 090 and ENGL 090 or qualifying scores on accepted placement tests

Sect				
01	05:30PM-08:20PM	TuTh	A 165	Staff

M = Monday   Tu = Tuesday   W = Wednesday   Th = Thursday   F = Friday   S = Saturday   Su = Sunday   Whit = Whitman Center   ☐ = Evening Classes

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ART 251   **Watercolor Painting II**   **3 Credit Hours**
3 Billable Contact Hours

Prerequisite: ART 250

Sect				
01	07:00PM-08:20PM	TuTh	A 165	Staff

ART 252   **Studio Art**   **3 Credit Hours**
3 Billable Contact Hours

Prerequisite: ART 181 or ART 191 or ART 251

Sect				
01	Arranged	Arranged	A 165	O'Halloran, T.

ART 270   **Ceramics I**   **3 Credit Hours**
6 Billable Contact Hours

Prerequisite: RDG 090 and ENGL 090 or qualifying scores on accepted placement tests
Lab Fee: $50.00

Sect				
01	09:30AM-12:20PM	TuTh	E 107	O'Halloran, T.

ART 271   **Ceramics II**   **3 Credit Hours**
3 Billable Contact Hours

Prerequisite: ART 270
Lab Fee: $50.00

Sect				
01	11:00AM-12:20PM	TuTh	E 107	O'Halloran, T.

ART 272   **Ceramics III**   **3 Credit Hours**
3 Billable Contact Hours

Prerequisite: ART 271
Lab Fee: $50.00

Sect				
01	11:00AM-12:20PM	TuTh	E 107	O'Halloran, T.

ART 273   **Ceramics IV**   **3 Credit Hours**
3 Billable Contact Hours

Prerequisite: ART 272
Lab Fee: $50.00

Sect				
01	11:00AM-12:20PM	TuTh	E 107	O'Halloran, T.

ART 274   **Studio Practices Ceramics**   **3 Credit Hours**
3 Billable Contact Hours

Prerequisite: ART 273
Lab Fee: $50.00

Sect				
01	Arranged	Arranged	E 107	O'Halloran, T.

ART 280   **Art History: Prehistoric to Gothic**   **3 Credit Hours**
3 Billable Contact Hours

Prerequisite: RDG 090 and ENGL 090 or qualifying scores on accepted placement tests

Sect				
01	05:30PM-08:20PM	Tu	C 230	O'Halloran, T.

ASTRONOMY

ASTRN 151   **Introduction to Astronomy**   **4 Credit Hours**
4 Billable Contact Hours

Prerequisite: RDG 090 and ENGL 090 and MATH 090 or qualifying scores on accepted placement tests

Sect				
01	07:00PM-08:52PM	TuTh	L 208	Staff

AUTOMOTIVE ENGINEERING TECHNOLOGY

AUTO 101   **Internal Combustion Engines**   **4 Credit Hours**
6 Billable Contact Hours

Prerequisite: RDG 090 or qualifying scores on accepted placement tests
Lab Fee: $30.00

Sect				
01	05:30PM-09:25PM	TuTh	A 178	Staff

Colisted with AST-105-01.

AUTO 104   **Automotive Ignition Systems**   **3 Credit Hours**
4 Billable Contact Hours

Prerequisite: ELEC 125
Lab Fee: $30.00

Sect				
01	6:00 PM-7:55 PM	MW	A 178	Staff

Colisted with AST-202-01.

AUTO 107   **Automotive Chassis Units**   **4 Credit Hours**
6 Billable Contact Hours

Prerequisite: RDG 090 or qualifying scores on accepted placement tests
Lab Fee: $30.00

Sect				
01	06:00PM-08:55PM	TuTh	T 180A	Staff

AUTOMOTIVE SERVICE TECHNOLOGY

AST 101   **Introduction to Automotive Service**   **3 Credit Hours**
4 Billable Contact Hours

Prerequisite: RDG 090 or qualifying scores on accepted placement tests
Lab Fee: $75.00

Sect				
01	08:00AM-09:20AM	MTuW	T 178	Staff
02	08:00AM-11:55AM	F	T 178	Staff

AST 102   **Electrical Systems I**   **4 Credit Hours**
5 Billable Contact Hours

Prerequisite: RDG 090 or qualifying scores on accepted placement tests
Lab Fee: $75.00

Sect				
01	06:00PM-08:25PM	MW	T 180A	Staff

AST 105   **Engine Theory**   **3 Credit Hours**
4 Billable Contact Hours

Prerequisite: RDG 090 or qualifying scores on accepted placement tests

Sect				
01	05:30PM-09:25PM	TuTh	T 178	Staff

Colisted with AUTO-101-01

AST 202   **Engine Performance I**   **4 Credit Hours**
7 Billable Contact Hours

Prerequisite: AST 103
Corequisite: AST 105
Lab Fee: $75.00

Sect				
01	06:00PM-09:25PM	MW	T 178	Staff

Colisted with AUTO-104-01.

M = Monday   Tu = Tuesday   W = Wednesday   Th = Thursday   F = Friday   S = Saturday   Su = Sunday   Whit = Whitman Center   = Evening Classes

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BIOLOGY

BIOL 151 **Biological Sciences I** **4 Credit Hours**
6 Billable Contact Hours

Prerequisite: RDG 090 and ENGL 090 and MATH 092
or MATH 150 or qualifying scores on
accepted placement tests
Lab Fee: $95.00

Sect				
01	08:00AM-09:20AM	MW	L 140	Rayl, T.
Lab	09:30AM-12:20PM	M	L 108	
02	08:00AM-09:20AM	MW	L 140	Rayl, T.
Lab	09:30AM-12:20PM	W	L 108	
03	08:00AM-09:20AM	TuTh	L 140	Rayl, T.
Lab	09:30AM-12:20PM	Tu	L 108	
04	08:00AM-09:20AM	TuTh	L 140	Rayl, T.
Lab	09:30AM-12:20PM	Th	L 108	
05	12:30PM-01:50PM	MW	L 140	Fonseca, M.
Lab	02:00PM-04:50PM	M	L 108	
06	12:30PM-01:50PM	MW	L 140	Fonseca, M.
Lab	02:00PM-04:50PM	W	L 108	
07	06:00PM-07:20PM	TuTh	L 140	Staff
Lab	07:30PM-10:20PM	Tu	L 108	
08	06:00PM-07:20PM	TuTh	L 140	Staff
Lab	07:30PM-10:20PM	Th	L 108	

BIOL 156 **Introduction to Environmental** **4 Credit Hours**
Science **6 Billable Contact Hours**

Prerequisite: RDG 090 and ENGL 090 and MATH 090 or
qualifying scores on accepted placement tests
Lab Fee: $80.00

Sect				
01	01:00PM-02:20PM	MW	L 113	Rayl, T.
Lab	02:30PM-05:20PM	M	L 113	
51	01:30PM-02:50PM	TuTh	WHIT 10	Staff
Lab	03:00PM-05:50PM	Tu	WHIT 10	

BIOL 252 **Elements of Zoology** **4 Credit Hours**
6 Billable Contact Hours

Prerequisite: BIOL 151
Lab Fee: $95.00

Sect				
01	01:30PM-02:50PM	TuTh	L 102	Rayl, T.
Lab	03:00PM-05:50PM	Tu	L 102	

BIOL 257 **Anatomy & Physiology I** **4 Credit Hours**
6 Billable Contact Hours

Prerequisite: BIOL 151 or admission into the Associate
Degree Nursing (ADN) program
Lab Fee: $80.00

Sect				
01	09:30AM-10:50AM	MW	L 140	Wahr, P.
Lab	11:00AM-01:50PM	M	L 104	
02	09:30AM-10:50AM	MW	L 140	Wahr, P.
Lab	11:00AM-01:50PM	W	L 104	
03	11:00AM-12:20PM	TuTh	L 140	Wahr, P.
Lab	01:30PM-04:20PM	Tu	L 104	
05	05:30PM-06:50PM	TuTh	L 141	Staff
Lab	07:00PM-09:50PM	Tu	L 104	

BIOL 258 **Anatomy & Physiology II** **4 Credit Hours**
6 Billable Contact Hours

Prerequisite: BIOL 257 (formerly BIOL 157)
Lab Fee: $80.00

Sect				
01	05:30PM-06:50PM	MW	L 140	Staff
Lab	07:00PM-09:50PM	M	L 102	
02	02:00PM-03:20PM	MW	L 201	Wahr, P.
Lab	03:30PM-06:20PM	W	L 102	
03	02:00PM-03:20PM	MW	L 201	Wahr, P.
Lab	03:30PM-06:20PM	W	L 102	

BIOL 260 **General Microbiology** **4 Credit Hours**
6 Billable Contact Hours

Prerequisite: BIOL 151 or admission into the Associate
Degree Nursing (ADN) program
Lab Fee: $90.00

Sect				
01	11:00AM-12:20PM	TuTh	L 142	Fonseca, M.
Lab	02:00PM-04:50PM	Tu	L 110	

BUSINESS ADMINISTRATION

BUSAD 151 **Introduction to Business** **4 Credit Hours**
4 Billable Contact Hours

Prerequisite: RDG 090 and ENGL 090 or qualifying
scores on accepted placement tests.
If you are registering for an online or
blended course for the first time at
MCCC, you must also complete the
Online Orientation (ONL-001) prior to
the start of the semester. You will be
automatically enrolled into the Online
Orientation within 5 days of registering in
your online course(s). Failure to complete
the required Online Orientation may
result in de-registration from your online
courses. Please contact the eLearning
and Instructional Support Office at
734.384.4328 or elearning@monroeccc.
edu for more information.

Sect				
01	01:30PM-03:22PM	TuTh	C 223	Reiman, D.
B1	01:30PM-03:22PM	W	C 232	Reiman, D.

Blended Course. Course fee - $75.00

*Class will meet on campus 8/28, 9/4, 9/18, 10/2, 10/16, 10/30, 11/13,
and 12/4. A portion of the required coursework will be delivered via
online format. Students must have computer skills and reliable Internet
capabilities. To get started in your blended course, please go to http://
www.monroeccc.edu/online-courses.htm to learn more about the specific
course requirements, and the PC/Mac compatibilities.*

L1	Online Course	Course Fee: $75.00	Reiman, D.

*Students must have computer skills and reliable Internet capabilities. To
get started in your online course, please go to http://www.monroeccc.edu/
online-courses.htm to learn more about the specific course requirements
and the PC/Mac compatibilities.*

L2	Online Course	Course Fee: $75.00	Reiman, D.

*Students must have computer skills and reliable Internet capabilities. To
get started in your online course, please go to http://www.monroeccc.edu/
online-courses.htm to learn more about the specific course requirements
and the PC/Mac compatibilities.*

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BUSAD 170	Small Business and Entrepreneurship	3 Credit Hours 3 Billable Contact Hours

Prerequisite: RDG 090 and ENGL 090 or qualifying scores on accepted placement tests. If you are registering for an online or blended course for the first time at MCCC, you must also complete the Online Orientation (ONL-001) prior to the start of the semester. You will be automatically enrolled into the Online Orientation within 5 days of registering in your online course(s). Failure to complete the required Online Orientation may result in de-registration from your online courses. Please contact the eLearning and Instructional Support Office at 734.384.4328 or elearning@monroeccc.edu for more information.

Sect

L1	Online Course	Course Fee: $75.00	Reiman, D.

Students must have computer skills and reliable Internet capabilities. To get started in your online course, please go to http://www.monroeccc.edu/online-courses.htm to learn more about the specific course requirements and the PC/Mac compatibilities.

BUSINESS LAW

BSLW 251	Business Law	4 Credit Hours 4 Billable Contact Hours

Prerequisite: RDG 090 and ENGL 090 or qualifying scores on accepted placement tests

Sect

01	03:30PM-05:22PM	TuTh	C 223	Staff

BUSINESS MANAGEMENT

BMGT 160	Managing in the Digital Enterprise	3 Credit Hours 3 Billable Contact Hours

Prerequisite: RDG 090 and ENGL 090 or qualifying scores on accepted placement tests. If you are registering for an online or blended course for the first time at MCCC, you must also complete the Online Orientation (ONL-001) prior to the start of the semester. You will be automatically enrolled into the Online Orientation within 5 days of registering in your online course(s). Failure to complete the required Online Orientation may result in de-registration from your online courses. Please contact the eLearning and Instructional Support Office at 734.384.4328 or elearning@monroeccc.edu for more information.

Lab Fee: $15.00

Sect

01	02:00PM-03:20PM	MW	Z 289	Staff
02	07:00PM-08:20PM	TuTh	Z 289	Staff
L1	Online Course	Course Fee: $75.00		Staff

Students must have computer skills and reliable Internet capabilities. To get started in your online course, please go to http://www.monroeccc.edu/online-courses.htm to learn more about the specific course requirements and the PC/Mac compatibilities.

BMGT 201	Principles of Management	3 Credit Hours 3 Billable Contact Hours

Prerequisite: RDG 090 and ENGL 090 or qualifying scores on accepted placement tests. If you are registering for an online or blended course for the first time at MCCC, you must also complete the Online Orientation (ONL-001) prior to the start of the semester. You will be automatically enrolled into the Online Orientation within 5 days of registering in your online course(s). Failure to complete the required Online Orientation may result in de-registration from your online courses. Please contact the eLearning and Instructional Support Office at 734.384.4328 or elearning@monroeccc.edu for more information.

Sect

01	02:00PM-03:20PM	TuTh	C 226	Baul, P.
L1	Online Course	Course Fee: $75.00		Wysocki, W.

Students must have computer skills and reliable Internet capabilities. To get started in your online course, please go to http://www.monroeccc.edu/online-courses.htm to learn more about the specific course requirements and the PC/Mac compatibilities.

L2	Online Course	Course Fee: $75.00	Wysocki, W.

Students must have computer skills and reliable Internet capabilities. To get started in your online course, please go to http://www.monroeccc.edu/online-courses.htm to learn more about the specific course requirements and the PC/Mac compatibilities.

BMGT 202	Business Communication in a Digital Age	3 Credit Hours 3 Billable Contact Hours

Prerequisite: ENGL 151 and one of the following: BUSAD 151, BMGT 160, BMGT 201 or ENGL 102. If you are registering for an online or blended course for the first time at MCCC, you must also complete the Online Orientation (ONL-001) prior to the start of the semester. You will be automatically enrolled into the Online Orientation within 5 days of registering in your online course(s). Failure to complete the required Online Orientation may result in de-registration from your online courses. Please contact the eLearning and Instructional Support Office at 734.384.4328 or elearning@monroeccc.edu for more information.

B1	02:00PM-03:20PM	W	C 232	Reiman, D.

Blended Course. Course fee - $75.00
Class will meet on campus 8/28, 9/11, 9/25, 10/9, 10/23, 11/6, 11/20, and 12/11. A portion of the required coursework will be delivered via online format. Students must have computer skills and reliable Internet capabilities. To get started in your blended course, please go to http://www.monroeccc.edu/online-courses.htm to learn more about the specific course requirements, and the PC/Mac compatibilities.

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CERTIFIED NURSE AIDE

CNA 100 **Certified Nurse Aide** **6 Credit Hours**
10 Billable Contact Hours
Prerequisite: RDG 090 and ENGL 090 or qualifying scores on accepted placement tests
Lab Fee: $59.00

Sect				
01	08:00AM-11:30AM	WTh	H 164	Staff
	07:00AM-03:50PM	F	H 105	
	06:45AM-03:15PM	WThF	Arranged	

Section 01 meets from 9/4/19-11/1/19. Section 01 will meet on WThF (first two lines shown above) from 9/4-10/18/19. Then the class will meet for clinicals on WThF (third line shown above) from 10/23-11/1/19. STUDENTS ARE REQUIRED TO COMPLETE AN ONLINE ORIENTATION PRIOR TO THE FIRST DAY OF CLASS BY VISITING http://www.monroeccc.edu/health_sciences/cna.htm.

02	05:30PM-09:20PM	TuTh	H 165	Staff
	08:00AM-05:00PM	S	H 105	
	07:30AM-03:00PM	FSSu	Arranged	

Section 02 will meet from 10/8/19-12/15/19. Section 02 will meet on TuThSa (first two lines shown above) from 10/18/19-11/23/19. Then the class will meet for clinicals on FSaSu (third line shown above) from 12/6/19-12/15/19. STUDENTS ARE REQUIRED TO COMPLETE AN ONLINE ORIENTATION PRIOR TO THE FIRST DAY OF CLASS BY VISITING http://www.monroeccc.edu/health_sciences/ cna.htm.

CHEMISTRY

CHEM 150 **Fundamental Principles** **4 Credit Hours**
of Chemistry **6 Billable Contact Hours**
Prerequisite: RDG 090 and ENGL 090 and MATH 124 or MATH 092 or MATH 150 or qualifying score on accepted placement tests
Lab Fee: $75.00

Sect				
01	11:00AM-12:20PM	MW	L 204	Fuertes, M.
Lab	08:00AM-10:50AM	W	L 205	

Section 01 lab meets on Wednesday, 8/28/19

02	05:30PM-06:50PM	MW	L 201	Fuertes, M.
Lab	07:00PM-09:50PM	M	L 205	

CHEM 151 **General College Chemistry I** **4 Credit Hours**
6 Billable Contact Hours
Prerequisite: MATH 151 or qualifying score on accepted placement tests and CHEM 150 or one year of high school chemistry
Lab Fee: $75.00

Sect				
01	12:30PM-01:50PM	MW	L 201	Bean, L.
Lab	02:00PM-04:50PM	M	L 207	
02	12:30PM-01:50PM	MW	L 201	Bean, L.
Lab	02:00PM-04:50PM	W	L 207	
03	05:30PM-06:50PM	TuTh	L 201	Bean, L.
Lab	07:00PM-09:50PM	Tu	L 207	
HON1	09:00AM-11:50AM	Th	L 201	Staff
Lab	09:00AM-11:50AM	Tu	L 207	

Honors Coordinator Permission Required

CHEM 155 **Chemistry and Society** **4 Credit Hours**
5 Billable Contact Hours
Prerequisite: MATH 092 or equivalent and ENGL 151. If you are registering for an online or blended course for the first time at MCCC, you must also complete the Online Orientation (ONL-001) prior to the start of the semester. You will be automatically enrolled into the Online Orientation within 5 days of registering in your online course(s). Failure to complete the required Online Orientation may result in de-registration from your online courses. Please contact the eLearning and Instructional Support Office at 734.384.4328 or elearning@monroeccc.edu for more information.
Course Fee: $75.00

Sect				
L1	Online Course	Course Fee: $75.00		Bean, L.

Students must have computer skills and reliable Internet capabilities. To get started in your online course, please go to http://www.monroeccc.edu/online-courses.htm to learn more about the specific course requirements, and the PC/Mac compatibilities. Students will be required to purchase a lab kit from the MCCC Bookstore.

CHEM 160 **Fundamentals of Health -** **4 Credit Hours**
Science Chemistry **6 Billable Contact Hours**
Prerequisite: CHEM 150 or CHEM 151
Course Fee: $150.00

Sect				
B1	Arranged	Arranged		Bean, L.
Lab	09:00AM-11:50AM	M	L 205	Bean, L.
	Blended Course.	Course fee - $75.00		

Section B1 lecture meets online beginning 8/28/19. Lab will meet on main campus beginning 9/9/19. Lab fee - $75.00 A portion of the required coursework will be delivered via online format. Students must have computer skills and reliable Internet capabilities. To get started in your blended course, please go to http://www.monroeccc.edu/online-courses.htm to learn more about the specific course requirements, and the PC/Mac compatibilities.

CHEM 251 **Organic Chemistry I** **4 Credit Hours**
6 Billable Contact Hours
Prerequisite: CHEM 152
Lab Fee: $75.00

Sect				
01	12:30PM-01:50PM	MW	L 204	Fuertes, M.
Lab	02:00PM-04:50PM	M	L 205	

COLLEGE SUCCESS SKILLS

COLL 145 **College Skills** **2 Credit Hours**
2 Billable Contact Hours
Prerequisite: RDG 090 or qualifying scores on accepted placement tests

Sect				
01	08:00AM-09:06AM	MW	C 8	Myers, J.
02	07:00PM-08:52PM	Tu	C 8	Hathaway, J.

COMMUNICATIONS

COMM 151 **Introduction to Mass Media** **3 Credit Hours**
3 Billable Contact Hours
Prerequisite: RDG 090 and ENGL 090 or qualifying scores on accepted placement tests

Sect				
01	09:30AM-10:50AM	TuTh	C 6	Staff
02	12:30PM-01:50PM	MW	C 228	Staff

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COMPUTER INFORMATION SYSTEMS

CIS 105   **Office Keyboarding Skills   2 Credit Hours**
2 Billable Contact Hours

Sect
B1   03:30PM-04:20PM   W   Z 259   Kuhl, K.
Blended Course.   Course fee - $75.00
A portion of the required coursework will be delivered via online format. Students must have computer skills and reliable Internet capabilities. To get started in your blended course, please go to http://www.monroeccc.edu/online-courses.htm to learn more about the specific course requirements and the PC/Mac compatibilities.

CIS 109   Spreadsheet Software   3 Credit Hours
3 Billable Contact Hours
Prerequisite: RDG 090 and ENGL 090 or qualifying scores on accepted placement tests. If you are registering for an online or blended course for the first time at MCCC, you must also complete the Online Orientation (ONL-001) prior to the start of the semester. You will be automatically enrolled into the Online Orientation within 5 days of registering in your online course(s). Failure to complete the required Online Orientation may result in de-registration from your online courses. Please contact the eLearning and Instructional Support Office at 734.384.4328 or elearning@monroeccc.edu for more information.
Lab Fee: $15.00

Sect
01   11:00AM-12:20PM   TuTh   Z 289   Staff
L1   Online Course   Course Fee: $75.00   Staff
Online Course. Course fee - $75.00. Students must have computer skills and reliable Internet capabilities. To get started in your online course, please go to http://www.monroeccc.edu/online-courses.htm to learn more about the specific course requirements and the PC/Mac compatibilities.

CIS 112   Database Software   3 Credit Hours
3 Billable Contact Hours
Prerequisite: RDG 090 and ENGL 090 or qualifying scores on accepted placement tests. If you are registering for an online or blended course for the first time at MCCC, you must also complete the Online Orientation (ONL-001) prior to the start of the semester. You will be automatically enrolled into the Online Orientation within 5 days of registering in your online course(s). Failure to complete the required Online Orientation may result in de-registration from your online courses. Please contact the eLearning and Instructional Support Office at 734.384.4328 or elearning@monroeccc.edu for more information.

Sect
L1   Online Course   Course Fee: $75.00   Staff
Students must have computer skills and reliable Internet capabilities. To get started in your online course, please go to http://www.monroeccc.edu/online-courses.htm to learn more about the specific course requirements and the PC/Mac compatibilities.

CIS 130   Introduction to Computer   3 Credit Hours
Information Systems   3 Billable Contact Hours
Prerequisite: RDG 090 and ENGL 090 or qualifying scores on accepted placement tests. If you are registering for an online or blended course for the first time at MCCC, you must also complete the Online Orientation (ONL-001) prior to the start of the semester. You will be automatically enrolled into the Online Orientation within 5 days of registering in your online course(s). Failure to complete the required Online Orientation may result in de-registration from your online courses. Please contact the eLearning and Instructional Support Office at 734.384.4328 or elearning@monroeccc.edu for more information.
Lab Fee: $15.00

Sect
01	09:30AM-10:50AM	MW	Z 289	Staff
02	11:00AM-12:20PM	MW	Z 289	Staff
03	12:30PM-01:50PM	MW	Z 289	Staff
04	03:30PM-04:50PM	MW	Z 289	Staff
05	09:30AM-10:50AM	TuTh	Z 289	Staff
06	02:00PM-03:20PM	TuTh	Z 289	Staff
07	03:30PM-04:50PM	TuTh	Z 289	Staff
08	07:00PM-08:20PM	MW	Z 289	Staff
09	05:30PM-06:50PM	TuTh	Z 289	Staff
51	09:30AM-10:50AM	MW	WHIT 5	Staff
52	11:00AM-12:20PM	TuTh	WHIT 5	Staff
L1	Online Course	Course Fee: $75.00		Hilliker, W.

Students must have computer skills and reliable Internet capabilities. To get started in your online course, please go to http://www.monroeccc.edu/online-courses.htm to learn more about the specific course requirements and the PC/Mac compatibilities.

L2   Online Course   Course Fee: $75.00   Hesser, B.
Students must have computer skills and reliable Internet capabilities. To get started in your online course, please go to http://www.monroeccc.edu/online-courses.htm to learn more about the specific course requirements and the PC/Mac compatibilities.

L3   Online Course   Course Fee: $75.00   Hesser, B.
Students must have computer skills and reliable Internet capabilities. To get started in your online course, please go to http://www.monroeccc.edu/online-courses.htm to learn more about the specific course requirements and the PC/Mac compatibilities.

CIS 135   Scripting Language   3 Credit Hours
Programming   3 Billable Contact Hours
Prerequisite: MATH 121 or Higher, or BSMTH 101 or achieve a score on the COMPASS or ACT which satisfies current college general requirements for graduation.
Lab Fee: $30.00

Sect
01   09:30AM-10:50AM   MW   Z 259   Moore, Z.

M = Monday   Tu = Tuesday   W = Wednesday   Th = Thursday   F = Friday   S = Saturday   Su = Sunday   Whit = Whitman Center   ☐ = Evening Classes

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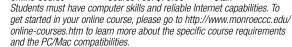## CIS 140 — Help Desk Concepts — 3 Credit Hours / 3 Billable Contact Hours

Prerequisite: RDG 090 and ENGL 090 or qualifying scores on accepted placement tests. If you are registering for an online or blended course for the first time at MCCC, you must also complete the Online Orientation (ONL-001) prior to the start of the semester. You will be automatically enrolled into the Online Orientation within 5 days of registering in your online course(s). Failure to complete the required Online Orientation may result in de-registration from your online courses. Please contact the eLearning and Instructional Support Office at 734.384.4328 or elearning@monroeccc.edu for more information.

Sect				
L1	Online Course	Course Fee: $75.00		Hilliker, W.

Students must have computer skills and reliable Internet capabilities. To get started in your online course, please go to http://www.monroeccc.edu/online-courses.htm to learn more about the specific course requirements and the PC/Mac compatibilities.

CIS 150 — Computer Science I — 4 Credit Hours / 4 Billable Contact Hours

Prerequisite: BSMTH 101 or MATH 092 or higher or qualifying scores on accepted placement tests
Lab Fee: $20.00

Sect				
01	11:00AM-12:52PM	MW	Z 259	Moore, Z.
02	01:30PM-03:22PM	TuTh	Z 259	Moore, Z.

CIS 153 — Desktop App Development — 3 Credit Hours / 3 Billable Contact Hours

Prerequisite: CIS 150
Lab Fee: $30.00

Sect				
01	03:30PM-04:50PM	TuTh	Z 259	Moore, Z.

CIS 178 — Design Concepts — 4 Credit Hours / 4 Billable Contact Hours

Prerequisite: RDG 090 and ENGL 090 or qualifying scores on accepted placement tests

Sect				
B1	10:30AM-12:22PM	Tu	Z 271	Hesser, B.
	Blended Course	Course Fee: $75.00		

A portion of the required coursework will be delivered via online format. Students must have computer skills and reliable Internet capabilities. To get started in your blended course, please go to http://www.monroeccc.edu/online-courses.htm to learn more about the specific course requirements, and the PC/Mac compatibilities.

CIS 182 — Illustrator Graphics — 3 Credit Hours / 3 Billable Contact Hours

Prerequisite: CIS 130
Lab Fee: $30.00

Sect				
01	05:30PM-08:20PM	M	Z271	Hesser, B.

CIS 184 — PhotoShop Graphics — 3 Credit Hours / 3 Billable Contact Hours

Prerequisite: CIS 130.
Lab Fee: $30.00

Sect				
01	09:30AM-12:20PM	W	Z 271	Hesser, B.

CIS 188 — InDesign Desktop Publishing — 3 Credit Hours / 3 Billable Contact Hours

Prerequisite: CIS 130 or WPR 102. If you are registering for an online or blended course for the first time at MCCC, you must also complete the Online Orientation (ONL-001) prior to the start of the semester. You will be automatically enrolled into the Online Orientation within 5 days of registering in your online course(s). Failure to complete the required Online Orientation may result in de-registration from your online courses. Please contact the eLearning and Instructional Support Office at 734.384.4328 or elearning@monroeccc.edu for more information.

Sect				
L1	Online Course	Course Fee: $75.00		Hesser, B.

Students must have computer skills and reliable Internet capabilities. To get started in your online course, please go to http://www.monroeccc.edu/online-courses.htm to learn more about the specific course requirements and the PC/Mac compatibilities.

CIS 189 — 3D Animation — 3 Credit Hours / 3 Billable Contact Hours

Prerequisite: CIS 130
Lab Fee: $30.00

Sect				
01	02:00PM-04:50PM	Tu	Z 271	Hesser, B.

CIS 230 — Windows Server — 3 Credit Hours / 3 Billable Contact Hours

Prerequisite: CIS 208

Sect				
B1	07:00PM-08:20PM	MW	Z 259	Hilliker, W.
	Blended Course	Course Fee: $75.00		

A portion of the required coursework will be delivered via online format. Students must have computer skills and reliable Internet capabilities. To get started in your blended course, please go to http://www.monroeccc.edu/online-courses.htm to learn more about the specific course requirements, and the PC/Mac compatibilities.

CIS 267 — Beginning Game Programming — 3 Credit Hours / 3 Billable Contact Hours

Prerequisite: CIS 250
Lab Fee: $15.00

Sect				
01	09:30AM-10:50AM	TuTh	Z 259	Moore, Z.

CONSTRUCTION MANAGEMENT TECHNOLOGY

CONM 100 — Introduction to Design and Construction — 3 Credit Hours / 4 Billable Contact Hours

Prerequisite: RDG 090 or qualifying scores on accepted placement tests
Lab Fee: $15.00

Sect				
01	05:30PM-07:25PM	MW	T 154	Staff

CONM 101 — Materials of Construction — 3 Credit Hours / 4 Billable Contact Hours

Prerequisite: RDG 090 or qualifying scores on accepted placement tests
Lab Fee: $15.00

Sect				
01	06:00PM-07:55PM	TuTh	T 154	Staff

M = Monday Tu = Tuesday W = Wednesday Th = Thursday F = Friday S = Saturday Su = Sunday Whit = Whitman Center ▭ = Evening Classes

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| CONM 160 | Green Building and | 3 Credit Hours |
| | LEED Systems | 3 Billable Contact Hours |

Prerequisite: ENGL 090 and RDG 090 or qualifying scores on accepted placement tests
Lab Fee: $10.00

Sect				
01	08:00PM-09:25PM	TuTh	T 154	Staff

| CONM 202 | Construction Safety | 3 Credit Hours |
| | | 3 Billable Contact Hours |

Prerequisite: RDG 090 or qualifying scores on accepted placement tests
Lab Fee: $15.00

Sect				
01	07:30PM-08:55PM	MW	T 154	Staff

| CONM 242 | Construction Documents | 3 Credit Hours |
| | and Law | 3 Billable Contact Hours |

Prerequisite: CONM 240

Sect				
01	05:00PM-07:55PM	Tu	T 157	Staff

CRIMINAL JUSTICE

| CRJ 154 | Introduction to Criminal | 3 Credit Hours |
| | Justice | 3 Billable Contact Hours |

Prerequisite: RDG 090 and ENGL 090 or qualifying scores on accepted placement tests. If you are registering for an online or blended course for the first time at MCCC, you must also complete the Online Orientation (ONL-001) prior to the start of the semester. You will be automatically enrolled into the Online Orientation within 5 days of registering in your online course(s). Failure to complete the required Online Orientation may result in de-registration from your online courses. Please contact the eLearning and Instructional Support Office at 734.384.4328 or elearning@monroeccc.edu for more information.

Sect				
01	11:00AM-12:20PM	MW	C 229	Wood, D.
L1	Online Course	Course Fee: $75.00		Smith, J.

Students must have computer skills and reliable Internet capabilities. To get started in your online course, please go to http://www.monroeccc.edu/online-courses.htm to learn more about the specific course requirements and the PC/Mac compatibilities.

| CRJ 156 | Fundamentals of Criminial | 3 Credit Hours |
| | Investigation | 3 Billable Contact Hours |

Prerequisite: RDG 090 and ENGL 090 or qualifying scores on accepted placement tests

Sect				
01	09:30AM-10:50AM	MW	C 229	Wood, D.

| CRJ 170 | Introduction to Corrections | 3 Credit Hours |
| | | 3 Billable Contact Hours |

Prerequisite: CRJ 154

Sect				
01	02:00PM-03:20PM	TuTh	C 229	Wood, D.

| CRJ 251 | Criminal Law | 3 Credit Hours |
| | | 3 Billable Contact Hours |

Prerequisite: RDG 090 and ENGL 090 or qualifying scores on accepted placement tests

Sect				
01	11:00AM-12:20PM	TuTh	C 229	Wood, D.

| CRJ 252 | Juvenile Delinquency | 3 Credit Hours |
| | | 3 Billable Contact Hours |

Prerequisite: CRJ 154; SOC 151

Sect				
01	03:30PM-04:50PM	TuTh	C 225	Wood, D.

| CRJ 255 | Police Organization and | 3 Credit Hours |
| | Administration | 3 Billable Contact Hours |

Prerequisite: CRJ 154. If you are registering for an online or blended course for the first time at MCCC, you must also complete the Online Orientation (ONL-001) prior to the start of the semester. You will be automatically enrolled into the Online Orientation within 5 days of registering in your online course(s). Failure to complete the required Online Orientation may result in de-registration from your online courses. Please contact the eLearning and Instructional Support Office at 734.384.4328 or elearning@monroeccc.edu for more information.

Sect				
L1	Online Course	Course Fee: $75.00		Pooley, K.

Students must have computer skills and reliable Internet capabilities. To get started in your online course, please go to http://www.monroeccc.edu/online-courses.htm to learn more about the specific course requirements and the PC/Mac compatibilities.

CULINARY SKILLS AND MANAGEMENT

Students must be accepted in the culinary program and are required to register for all modules concurrently (CSM 101-A/B/C/D or CSM 201-A/B/C/E)

| CSM 201A | Introduction to Hospitality | 2 Credit Hours |
| | Industry | 3 Billable Contact Hours |

Prerequisite: CSM 116A and CSM 116B and CSM 116C and CSM 116D
Lab Fee: $30.00

Sect				
01	11:00AM-02:00PM	MWThF	A 149	Thomas, K.

| CSM 201B | Dining Room Procedures | 1 Credit Hours |
| | | 1.5 Billable Contact Hours |

Prerequisite: CSM 116A and CSM 116B and CSM 116C and CSM 116D
Lab Fee: $15.00

Sect				
01	Arranged	Arranged	A 149	Thomas, K.

| CSM 201C | Menu Planning I | 1 Credit Hours |
| | | 1.5 Billable Contact Hours |

Prerequisite: CSM 116A and CSM 116B and CSM 116C and CSM 116D
Lab Fee: $15.00

Sect				
01	Arranged	Arranged	A 149	Thomas, K.

| CSM 201E | a la Carte Food | 3 Credit Hours |
| | Preparation | 4.5 Billable Contact Hours |

Lab Fee: $45.00

Sect				
01	Arranged	Arranged	A 149	Thomas, K.

M = Monday Tu = Tuesday W = Wednesday Th = Thursday F = Friday S = Saturday Su = Sunday Whit = Whitman Center ☐ = Evening Classes

CSM 207   **Restaurant Management**   **3 Credit Hours**
& Supervision   **3 Billable Contact Hours**
Prerequisite: CSM 116A and CSM 116B and CSM 116C
and CSM 116D

Sect				
01	09:00AM-11:50AM	Tu	A 149	Iannazzo-Corser, J.

CSM 219   **Beverages in Food Service**   **2 Credit Hour**
2 Billable Contact Hours
Prerequisite: CSM 116A and CSM 116B and CSM 116C
and CSM 116D
Lab Fee: $30.00

Sect				
01	02:30PM-04:22PM	W	A 149	Thomas, K.

EARLY CHILDHOOD EDUCATION

ECE 100   **Foundations in Early**   **3 Credit Hours**
Childhood Education   **3 Billable Contact Hours**
Prerequisite: RDG 090 and ENGL 090 or qualifying
scores on accepted placement tests.

Sect			
L1	Arranged	Arranged	Staff
	Online Course	Course Fee: $75.00	

Students must have computer skills and reliable Internet capabilities. To get started in your online course, please go to http://www.monroeccc.edu/ online-courses.htm to learn more about the specific course requirements and the PC/Mac compatibilities.

ECE 102   **Child Growth and**   **3 Credit Hours**
Development   **3 Billable Contact Hours**
Prerequisite: RDG 090 and ENGL 090 or qualifying
scores on accepted placement tests.

Sect				
01	05:00PM-07:50PM	M	H 164	Staff

ECE 104   **Nutrition/Health/Safety**   **3 Credit Hours**
for Early Childhood   **3 Billable Contact Hours**
Education
Prerequisite: RDG 090 and ENGL 090 or qualifying
scores on accepted placement tests.
Corequisite: ECE 102

Sect				
01	08:00PM-10:50PM	M	L 111	Staff

ECE 110   **Diverse Populations in Early**   **3 Credit Hours**
Childhood Education   **3 Billable Contact Hours**
Prerequisite: ECE 100 and ECE 102 and ECE 104
(with a minimum grade of C)
Lab Fee: $5.00

Sect				
01	03:00PM-05:50PM	Tu	H 164	Staff

ECE 200   **The Care & Learning of**   **4 Credit Hours**
Preschool Children   **4 Billable Contact Hours**
Prerequisite: ECE 100 and ECE 102 and ECE 104
(with a minimum grade of C)
Lab Fee: $5.00

Sect				
01	05:00PM-07:50PM	W	L 145	Staff

This course requires 45 hours in an approved early childhood setting.

ECE 202   **The Care & Learning of**   **4 Credit Hours**
School-Age Children   **4 Billable Contact Hours**
Prerequisite: ECE 100 and ECE 102 and ECE 104
(with a minimum grade of C)
Lab Fee: $5.00

Sect				
01	05:00PM-07:50PM	Th	H 164	Staff

This course requires 45 hours in an approved early childhood setting.

ECE 206   **Early Childhood Education**   **5 Credit Hour**
Practicum   **5 Billable Contact Hours**
Prerequisite: ECE 106 and ECE 108 and ECE 200 and
ECE 202 (with a minimum grade of C)
Corequisite: ECE 110
Lab Fee: $5.00

Sect				
01	06:00PM-07:50PM	Tu	L 111	Staff

This course requires a 150-hour placement under the supervision of staff and faculty in a licensed child care facility.

EARTH SCIENCE

ESC 151   **Earth Science**   **4 Credit Hours**
5 Billable Contact Hours
Prerequisite: RDG 090 and ENGL 090 and MATH 090 or
qualifying scores on accepted placement
tests
Lab Fee: $80.00

Sect				
01	09:00AM-10:20AM	TuTh	L 111	Scarpelli, L.
Lab	10:30AM-12:22PM	Tu	L 113	
02	09:00AM-10:20AM	TuTh	L 111	Scarpelli, L.
Lab	10:30AM-12:22PM	Th	L 113	
03	05:30PM-06:50PM	MW	L 111	Staff
Lab	07:00PM-08:52PM	M	L 113	
51	11:00AM-12:20PM	MW	WHIT 8	Scarpelli, L.
Lab	12:30PM-02:22PM	M	WHIT 10	

ECONOMICS

ECON 251   **Principles of Macroeconomics**   **3 Credit Hours**
3 Billable Contact Hours
Prerequisite: RDG 090 and ENGL 090 and MATH
090 or qualifying scores on accepted
placement tests. If you are registering for
an online or blended course for the first
time at MCCC, you must also complete
the Online Orientation (ONL-001) prior
to the start of the semester. You will be
automatically enrolled into the Online
Orientation within 5 days of registering in
your online course(s). Failure to complete
the required Online Orientation may
result in de-registration from your online
courses. Please contact the eLearning
and Instructional Support Office at
734.384.4328 or elearning@monroeccc.
edu for more information.

Sect				
01	09:30AM-10:50AM	MW	C 232	Staff
02	11:00AM-12:20PM	TuTh	C 232	Wysocki, W.
03	03:30PM-04:50PM	TuTh	C 232	Wysocki, W.
L1	Online Course	Course Fee: $75.00		Wysocki, W.

Students must have computer skills and reliable Internet capabilities. To get started in your online course, please go to http://www.monroeccc.edu/ online-courses.htm to learn more about the specific course requirements and the PC/Mac compatibilities.

M = Monday   Tu = Tuesday   W = Wednesday   Th = Thursday   F = Friday   S = Saturday   Su = Sunday   Whit = Whitman Center   = Evening Classes

ECON 252 | **Principles of Microeconomics** | **3 Credit Hours**
3 Billable Contact Hours

Prerequisite: RDG 090 and ENGL 090 and MATH 090 or qualifying scores on accepted placement tests. If you are registering for an online or blended course for the first time at MCCC, you must also complete the Online Orientation (ONL-001) prior to the start of the semester. You will be automatically enrolled into the Online Orientation within 5 days of registering in your online course(s). Failure to complete the required Online Orientation may result in de-registration from your online courses. Please contact the eLearning and Instructional Support Office at 734.384.4328 or elearning@monroeccc.edu for more information.

Sect				
01	09:30AM-10:50AM	TuTh	C 232	Wysocki, W.
L1	Online Course	Course Fee: $75.00		Wysocki, W.

Students must have computer skills and reliable Internet capabilities. To get started in your online course, please go to http://www.monroeccc.edu/online-courses.htm to learn more about the specific course requirements and the PC/Mac compatibilities.

EDUCATION

EDUC 151 | **Exploring Teaching** | **3 Credit Hours**
3 Billable Contact Hours

Prerequisite: ENGL 090 and RDG 090 or qualifying scores on accepted placement tests

Sect				
01	09:30AM-10:50AM	Th	C 223	Williams, K.

Section 01 requires six (6) hours of field experience per week during normal public school hours.

EDUC 158 | **Art for Elementary Teachers** | **3 Credit Hours**
3 Billable Contact Hours

Prerequisite: ENGL 090 and RDG 090 or qualifying scores on accepted placement tests
Lab Fee: $10.00

Sect				
01	05:30PM-08:20PM	W	A 165	Copley-Sansom, J.

EDUC 165 | **Music for Classroom Teachers** | **3 Credit Hours**
3 Billable Contact Hours

Prerequisite: ENGL 090 and RDG 090 or qualifying scores on accepted placement tests

Sect				
01	11:00AM-12:20PM	TuTh	Z 275	Stewart, E.

ELECTRONICS AND COMPUTER TECHNOLOGY

ELEC 125 | **Fundamentals of Electricity** | **3 Credit Hours**
4 Billable Contact Hours

Prerequisite: RDG 090 or qualifying scores on accepted placement tests and one year high school algebra
Lab Fee: $40.00

Sect				
01	10:00AM-11:55AM	MW	T 122	Locher, M.
02	01:00PM-02:55PM	MW	T 122	Locher, M.
03	05:00PM-06:55PM	TuTh	T 122	Staff

ELEC 129 | **AC/DC Motors and Controls** | **4 Credit Hours**
6 Billable Contact Hours

Prerequisite: ELEC 125
Lab Fee: $20.00

Sect				
01	07:30PM-10:25PM	MW	T 116	Fulara, D.

ELEC 130 | **Introduction to Programmable Logic Controls** | **3 Credit Hours**
4 Billable Contact Hours

Prerequisite: ELEC 125
Lab Fee: $20.00

Sect				
01	05:00PM-06:55PM	TuTh	T 164	Dubois, M.

ELEC 133 | **Circuit Analysis** | **4 Credit Hours**
6 Billable Contact Hours

Prerequisite: ELEC 125 and MATH 124 or higher
Lab Fee: $20.00

Sect				
01	04:00PM-06:55PM	MW	T 116	Locher, M.

ELEC 137 | **Microprocessors** | **4 Credit Hours**
6 Billable Contact Hours

Prerequisite: ELEC 135
Lab Fee: $20.00

Sect				
01	07:00PM-09:55PM	TuTh	T 116	Locher, M.

ELEC 156 | **Introduction to Renewable Energy Systems** | **3 Credit Hours**
4 Billable Contact Hours

Prerequisite: RDG 090 and MATH 119 or qualifying scores on accepted placement tests.
Lab Fee: $50.00

Sect				
01	02:00PM-05:55PM	Th	T 154	Staff

ENGLISH ALP

ENGL 090 | **Basic Writing Skills, ALP** | **2 Credit Hours**
2 Billable Contact Hours

Prerequisite: Minimum test competencies in English must be met before registering for this course (This class does not count toward graduation).
Co-requisite: ENGL 151

Sect				
01	11:00AM-11:50AM	TuTh	C 225	Nartker, C.

Students must register for ENGL-151-31.

| 02 | 03:30PM-04:20PM | MW | C 230 | Bazzell, J. |

Students must register for ENGL-151-32.

ENGL 151 | **English Composition I, ALP** | **3 Credit Hours**
3 Billable Contact Hours

Prerequisite: ENGL 090 and RDG 090 or qualifying scores on accepted placement tests.

Sect				
31	09:30AM-10:50AM	TuTh	C 225	Nartker, C.

Students must register for ENGL-090-01.

| 32 | 02:00PM-03:20PM | MW | C 230 | Bazzell, J. |

Students must register for ENGL-090-02.

M = Monday Tu = Tuesday W = Wednesday Th = Thursday F = Friday S = Saturday Su = Sunday Whit = Whitman Center ▨ = Evening Classes

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ENGLISH

ENGL 102 **Business Writing** **3 Credit Hours**
3 Billable Contact Hours

Prerequisite: ENGL 101 or ENGL 151; If you are registering for an online or blended course for the first time at MCCC, you must also complete the Online Orientation (ONL-001) prior to the start of the semester. You will be automatically enrolled into the Online Orientation within 5 days of registering in your online course(s). Failure to complete the required Online Orientation may result in de-registration from your online courses. Please contact the eLearning and Instructional Support Office at 734.384.4328 or elearning@monroeccc.edu for more information.

Sect

L1	Online Course	Course Fee: $75.00	Locher, J.

Students must have computer skills and reliable Internet capabilities. To get started in your online course, please go to http://www.monroeccc.edu/online-courses.htm to learn more about the specific course requirements, and the PC/Mac compatibilities.

ENGL 151 **English Composition I** **3 Credit Hours**
3 Billable Contact Hours

Prerequisite: ENGL 090 and RDG 090 or qualifying scores on accepted placement tests. If you are registering for an online or blended course for the first time at MCCC, you must also complete the Online Orientation (ONL-001) prior to the start of the semester. You will be automatically enrolled into the Online Orientation within 5 days of registering in your online course(s). Failure to complete the required Online Orientation may result in de-registration from your online courses. Please contact the eLearning and Instructional Support Office at 734.384.4328 or elearning@monroeccc.edu for more information.

Sect

01	08:00AM-09:20AM	MW	C 225	Saul, J.
02	08:00AM-09:20AM	MW	C 224	Pitler, R.
03	08:00AM-09:20AM	TuTh	C 222	Nartker, C.
04	09:30AM-10:50AM	MW	C 8	Lane, M
05	09:30AM-10:50AM	TuTh	C 228	Locher, J.
06	09:30AM-10:50AM	TuTh	C 225	Nartker, C.
07	11:00AM-12:20PM	MW	C 6	Dixon, I.
08	11:00AM-12:20PM	MW	C 225	Lane, M
09	11:00AM-12:20PM	MW	C 230	Baldwin, K.
10	11:00AM-12:20PM	TuTh	C 3	Bazzell, J.
11	11:00AM-12:20PM	TuTh	C 224	Locher, J.
12	12:30PM-01:50PM	MW	C 225	Dixon, I.
13	02:00PM-03:20PM	MW	C 225	Dixon, I.
14	02:00PM-03:20PM	MW	C 222	Baldwin, K.
15	02:00PM-03:20PM	MW	C 230	Bazzell, J.
16	02:00PM-03:20PM	TuTh	C 225	Staff
17	03:30PM-04:50PM	MW	C 224	Siler, J.
18	03:30PM-04:50PM	TuTh	C 228	Staff
19	05:30PM-06:50PM	MW	C 230	McCloskey, S.
20	05:30PM-08:20PM	Tu	C 222	VanEnkevort, C.
21	07:00PM-08:20PM	MW	C 225	McCloskey, S.
51	11:00AM-12:20PM	TuTh	WHIT 2	Ellis, S.
52	02:00PM-03:20PM	TuTh	WHIT 2	Locher, J.
53	05:30PM-06:50PM	MW	WHIT 2	Pitler, R.
HON1	09:30AM-10:50AM	MW	C 6	Bazzell, J.

Honors Coordinator Permission Required

L1	Online Course	Course Fee: $75.00	Toll, M.

Students must have computer skills and reliable Internet capabilities. To get started in your online course, please go to http://www.monroeccc.edu/online-courses.htm to learn more about the specific course requirements and the PC/Mac compatibilities.

L2	Online Course	Course Fee: $75.00	Toll, M.

Students must have computer skills and reliable Internet capabilities. To get started in your online course, please go to http://www.monroeccc.edu/online-courses.htm to learn more about the specific course requirements and the PC/Mac compatibilities.

ENGL 152 **English Composition II** **3 Credit Hours**
3 Billable Contact Hours

Prerequisite: ENGL 151; If you are registering for an online or blended course for the first time at MCCC, you must also complete the Online Orientation (ONL-001) prior to the start of the semester. You will be automatically enrolled into the Online Orientation within 5 days of registering in your online course(s). Failure to complete the required Online Orientation may result in de-registration from your online courses. Please contact the eLearning and Instructional Support Office at 734.384.4328 or elearning@monroeccc.edu for more information.

Sect

01	08:00AM-09:20AM	MW	C 229	Bazzell, J.
02	09:30AM-10:50AM	MW	L 145	Baldwin, K.
03	11:00AM-12:20PM	TuTh	C 228	Toll, M.
04	12:30PM-03:20PM	M	C 229	Hoover, R.
05	02:00PM-03:20PM	MW	C 224	Iacopelli, K.
06	03:30PM-04:50PM	MW	C 223	Iacopelli, K.
07	05:30PM-06:50PM	TuTh	C 229	Staff
51	11:00AM-12:20PM	MW	WHIT 2	Pitler, R.

ENGL 155 **Technical Writing** **3 Credit Hours**
3 Billable Contact Hours

Prerequisite: ENGL 101 or ENGL 151 and basic word processing skills. If you are registering for an online or blended course for the first time at MCCC, you must also complete the Online Orientation (ONL-001) prior to the start of the semester. You will be automatically enrolled into the Online Orientation within 5 days of registering in your online course(s). Failure to complete the required Online Orientation may result in de-registration from your online courses. Please contact the eLearning and Instructional Support Office at 734.384.4328 or elearning@monroeccc.edu for more information.

Sect

L1	Online Course	Course Fee: $75.00	Locher, J.

Students must have computer skills and reliable Internet capabilities. To get started in your online course, please go to http://www.monroeccc.edu/online-courses.htm to learn more about the specific course requirements and the PC/Mac compatibilities.

ENGL 252 **Introduction to Short Story and Novel** **3 Credit Hours**
3 Billable Contact Hours

Prerequisite: ENGL 151

Sect

01	03:30PM-04:50PM	TuTh	C 224	Nartker, C.

M = Monday Tu = Tuesday W = Wednesday Th = Thursday F = Friday S = Saturday Su = Sunday Whit = Whitman Center ▢ = Evening Classes

ENGL 253   **American Literature**   **3 Credit Hours**
3 Billable Contact Hours

Prerequisite: ENGL 151; If you are registering for an online or blended course for the first time at MCCC, you must also complete the Online Orientation (ONL-001) prior to the start of the semester. You will be automatically enrolled into the Online Orientation within 5 days of registering in your online course(s). Failure to complete the required Online Orientation may result in de-registration from your online courses. Please contact the eLearning and Instructional Support Office at 734.384.4328 or elearning@monroeccc.edu for more information.

Sect
L1   Online Course   Course Fee: $75.00   Couch, L.

Students must have computer skills and reliable Internet capabilities. To get started in your online course, please go to http://www.monroeccc.edu/online-courses.htm to learn more about the specific course requirements and the PC/Mac compatibilities.

ENGL 254   **Advanced Composition**   **3 Credit Hours**
3 Billable Contact Hours

Prerequisite: ENGL 151. Faculty nominated and instructor approved.

Sect
01   09:30AM-10:50AM   MW   C 225   Couch, L.

ENGL 256   **Children's Literature**   **3 Credit Hours**
3 Billable Contact Hours

Prerequisite: ENGL 151

Sect
01   12:30PM-03:20PM   M   C 4   Nartker, C.

ENGL 261   **Introduction to Creative Writing**   **3 Credit Hours**
3 Billable Contact Hours

Prerequisite: ENGL 151

Sect
01   11:00AM-12:20PM   MW   C 222   Bazzell, J.

ENGL 266   **Non-Western Literature**   **3 Credit Hours**
3 Billable Contact Hours

Prerequisite: ENGL 151

Sect
01   12:30PM-03:20PM   W   C 229   Hoover, R.

FRENCH

FREN 151   **Elementary French I**   **4 Credit Hours**
4 Billable Contact Hours

Prerequisite: ENGL 090 and RDG 090 or qualifying scores on accepted placement tests
Course Fee: $25.00

Sect
01   09:30AM-11:22AM   TuTh   C 4   Edwards, N.
02   02:00PM-03:52PM   TuTh   C 4   Edwards, N.

FREN 251   **Second Year French I**   **4 Credit Hours**
4 Billable Contact Hours

Prerequisite: FREN 152 or two years high school French
Course Fee: $25.00

Sect
01   02:00PM-03:52PM   TuTh   C 6   Staff

GEOGRAPHY

GEOG 151   **Elements of Physical Geography**   **4 Credit Hours**
4 Billable Contact Hours

Prerequisite: ENGL 090 and RDG 090 and MATH 090 or qualifying scores on accepted placement tests

Sect
01   01:30PM-03:22PM   TuTh   L 111   Scarpelli, L.

GEOG 152   **World Regional Geography**   **3 Credit Hours**
3 Billable Contact Hours

Prerequisite: ENGL 090 and RDG 090 or qualifying scores on accepted placement tests

Sect
01   02:00PM-03:20PM   MW   L 145   Staff

GERMAN

GERMN 151   **Elementary German I**   **4 Credit Hours**
4 Billable Contact Hours

Prerequisite: ENGL 090 and RDG 090 or qualifying scores on accepted placement tests
Course Fee: $25.00

Sect
01   05:00PM-06:52PM   MW   C 4   Kotanova, M.

GERMN 251   **Second Year German I**   **4 Credit Hours**
4 Billable Contact Hours

Prerequisite: GERMN 152 or two years high school German
Course Fee: $25.00

Sect
01   07:00PM-08:52PM   MW   C 4   Kotanova, M.

HEALTH

HLTSC 110   **Medical Terminology**   **2 Credit Hours**
2 Billable Contact Hours

Prerequisite: ENGL 090 and RDG 090 or qualifying scores on accepted placement tests. If you are registering for an online or blended course for the first time at MCCC, you must also complete the Online Orientation (ONL-001) prior to the start of the semester. You will be automatically enrolled into the Online Orientation within 5 days of registering in your online course(s). Failure to complete the required Online Orientation may result in de-registration from your online courses. Please contact the eLearning and Instructional Support Office at 734.384.4328 or elearning@monroeccc.edu for more information.

Sect
01   09:00AM-10:55AM   Th   H 157   Staff
02   05:00PM-06:55PM   Tu   H 157   Staff
L1   Online Course   Course Fee: $75.00   Schwartz, M.

Students must have computer skills and reliable Internet capabilities. To get started in your online course, please go to http://www.monroeccc.edu/online-courses.htm to learn more about the specific course requirements and the PC/Mac compatibilities.

L2   Online Course   Course Fee: $75.00   Staff

Students must have computer skills and reliable Internet capabilities. To get started in your online course, please go to http://www.monroeccc.edu/online-courses.htm to learn more about the specific course requirements and the PC/Mac compatibilities.

L3   Online Course   Course Fee: $75.00   Staff

Students must have computer skills and reliable Internet capabilities. To get started in your online course, please go to http://www.monroeccc.edu/online-courses.htm to learn more about the specific course requirements and the PC/Mac compatibilities.

M = Monday   Tu = Tuesday   W = Wednesday   Th = Thursday   F = Friday   S = Saturday   Su = Sunday   Whit = Whitman Center   = Evening Classes

| HLTSC 120 | Pharmacology | 3 Credit Hours |
| | | 3 Billable Contact Hours |

Prerequisite: BIOL 258 (formerly BIOL 158) or admission to PN program.
Lab Fee: $15.00

Sect				
01	05:00PM-07:50PM	M	H 105	Staff

| HLTSC 151 | Principles of Nutrition | 3 Credit Hours |
| | & Diet Therapy | 3 Billable Contact Hours |

Prerequisite: ENGL 090 and RDG 090 or qualifying scores on accepted placement tests. If you are registering for an online or blended course for the first time at MCCC, you must also complete the Online Orientation (ONL-001) prior to the start of the semester. You will be automatically enrolled into the Online Orientation within 5 days of registering in your online course(s). Failure to complete the required Online Orientation may result in de-registration from your online courses. Please contact the eLearning and Instructional Support Office at 734.384.4328 or elearning@monroeccc.edu for more information.

Sect				
01	05:30PM-08:20PM	M	H 157	Staff
L1	Online Course	Course Fee: $75.00		Giacomini, T.

Students must have computer skills and reliable Internet capabilities. To get started in your online course, please go to http://www.monroeccc.edu/online-courses.htm to learn more about the specific course requirements and the PC/Mac compatibilities.

| L2 | Online Course | Course Fee: $75.00 | | Staff |

Students must have computer skills and reliable Internet capabilities. To get started in your online course, please go to http://www.monroeccc.edu/online-courses.htm to learn more about the specific course requirements and the PC/Mac compatibilities.

| HLTSC 158 | Phlebotomy Basics | 6 Credit Hours |
| | | 8 Billable Contact Hours |

Prerequisite: ENGL 090, MATH 090 and RDG 090 or qualifying scores on accepted placement tests
Lab Fee: $160.00

Sect				
01	05:30PM-09:20PM	TuTh	H 105	Siegel, C.

| HLTSC 160 | Perspectives of Aging | 3 Credit Hours |
| | | 3 Billable Contact Hours |

Prerequisite: ENGL 090 and RDG 090 or qualifying scores on accepted placement tests. If you are registering for an online or blended course for the first time at MCCC, you must also complete the Online Orientation (ONL-001) prior to the start of the semester. You will be automatically enrolled into the Online Orientation within 5 days of registering in your online course(s). Failure to complete the required Online Orientation may result in de-registration from your online courses. Please contact the eLearning and Instructional Support Office at 734.384.4328 or elearning@monroeccc.edu for more information.

Sect				
L1	Online Course	Course Fee: $75.00		Staff

Students must have computer skills and reliable Internet capabilities. To get started in your online course, please go to http://www.monroeccc.edu/online-courses.htm to learn more about the specific course requirements and the PC/Mac compatibilities.

HEALTH-PHYSICAL EDUCATION

| HPE 150 | Personal Health | 3 Credit Hours |
| | | 3 Billable Contact Hours |

Prerequisite: ENGL 090 and RDG 090 or qualifying scores on accepted placement tests. If you are registering for an online or blended course for the first time at MCCC, you must also complete the Online Orientation (ONL-001) prior to the start of the semester. You will be automatically enrolled into the Online Orientation within 5 days of registering in your online course(s). Failure to complete the required Online Orientation may result in de-registration from your online courses. Please contact the eLearning and Instructional Support Office at 734.384.4328 or elearning@monroeccc.edu for more information.

Sect				
L1	Online Course	Course Fee: $75.00		Staff

Students must have computer skills and reliable Internet capabilities. To get started in your online course, please go to http://www.monroeccc.edu/online-courses.htm to learn more about the specific course requirements and the PC/Mac compatibilities.

| HPE 151 | First Aid and Safety | 2 Credit Hours |
| | | 2 Billable Contact Hours |

Prerequisite: ENGL 090 and RDG 090 or qualifying scores on accepted placement tests
Lab Fee: $37.00

Sect				
01	01:00PM-02:55PM	W	H 165	Staff
02	01:00PM-02:55PM	Th	H 165	Staff
03	06:00PM-08:50PM	M	H 165	Staff

Section 03 meets 9/9/19-11/11/19.

| HPE 153 | Mental Health | 3 Credit Hours |
| | | 3 Billable Contact Hours |

Prerequisite: RDG 090 and ENGL 090 or qualifying scores on accepted placement tests. If you are registering for an online or blended course for the first time at MCCC, you must also complete the Online Orientation (ONL-001) prior to the start of the semester. You will be automatically enrolled into the Online Orientation within 5 days of registering in your online course(s). Failure to complete the required Online Orientation may result in de-registration from your online courses. Please contact the eLearning and Instructional Support Office at 734.384.4328 or elearning@monroeccc.edu for more information.

Sect				
L1	Online Course	Course Fee: $75.00		Staff

Students must have computer skills and reliable Internet capabilities. To get started in your online course, please go to http://www.monroeccc.edu/online-courses.htm to learn more about the specific course requirements and the PC/Mac compatibilities.

| HPE 175 | Kickboxing | 1 Credit Hours |
| | | 2 Billable Contact Hours |

Prerequisite: ENGL 090 and RDG 090 or qualifying scores on accepted placement tests
Lab Fee: $5.00

Sect				
01	08:00AM-08:55AM	TuTh	H 139	Bergmooser, M.

M = Monday Tu = Tuesday W = Wednesday Th = Thursday F = Friday S = Saturday Su = Sunday Whit = Whitman Center ☐ = Evening Classes

HISTORY

HIST 151   **Western Civilization to 1650**   **3 Credit Hours**
3 Billable Contact Hours
Prerequisite: ENGL 090 and RDG 090 or qualifying
scores on accepted placement tests

Sect				
01	11:00AM-12:20PM	TuTh	C 6	La Clair, E.

HIST 154   **History of the U.S., 1607-1877**   **3 Credit Hours**
3 Billable Contact Hours
Prerequisite: ENGL 090 and RDG 090 or qualifying
scores on accepted placement tests.
If you are registering for an online or
blended course for the first time at
MCCC, you must also complete the
Online Orientation (ONL-001) prior to
the start of the semester. You will be
automatically enrolled into the Online
Orientation within 5 days of registering in
your online course(s). Failure to complete
the required Online Orientation may
result in de-registration from your online
courses. Please contact the eLearning
and Instructional Support Office at
734.384.4328 or elearning@monroeccc.
edu for more information.

Sect				
01	11:00AM-12:20PM	MW	C 224	La Clair, E.
L1	Online Course	Course Fee: $75.00		La Clair, E.

Students must have computer skills and reliable Internet capabilities. To get started in your online course, please go to http://www.monroeccc.edu/online-courses.htm to learn more about the specific course requirements and the PC/Mac compatibilities.

HIST 158   **World History to 1500**   **3 Credit Hours**
3 Billable Contact Hours
Prerequisite: ENGL 090 and RDG 090 or qualifying
scores on accepted placement tests

Sect				
01	12:30PM-01:50PM	MW	C 230	La Clair, E.

HIST 173   **20th Century History**
and Civilization   **3 Credit Hours**
3 Billable Contact Hours
Prerequisite: ENGL 090 and RDG 090 or qualifying
scores on accepted placement tests

Sect				
01	09:30AM-10:50AM	TuTh	C 230	La Clair, E.

HUMANITIES

HUMAN 151   **Introduction to Humanities**   **3 Credit Hours**
3 Billable Contact Hours
Prerequisite: ENGL 090 and RDG 090 or qualifying
scores on accepted placement tests
Course Fee: $30.00

Sect				
01	09:30AM-10:50AM	MW	C 230	Toll, M.
02	02:00PM-03:20PM	TuTh	C 230	Lajiness, K.
03	03:30PM-04:50PM	MW	C 225	Franklin, A.
51	03:30PM-04:50PM	TuTh	WHIT 2	Gospodarek, A.

HUMAN 152   **Exploring Creativity**   **3 Credit Hours**
3 Billable Contact Hours
Prerequisite: ENGL 090 and RDG 090 or qualifying
scores on accepted placement tests

Sect				
01	05:30PM-08:20PM	M	A 165	Curry, T.

HUMAN 250   **Visual Media Literacy**   **3 Credit Hours**
3 Billable Contact Hours
Prerequisite: ENGL 090 and RDG 090 or qualifying
scores on accepted placement tests

Sect				
01	11:00AM-12:20PM	TuTh	C 222	Bergmooser, M.

HUMAN 256   **Film and American Society:**   **3 Credit Hours**
1920s to Early 1960s   **3 Billable Contact Hours**
Prerequisite: ENGL 090 and RDG 090 or qualifying
scores on accepted placement tests

Sect				
01	12:30PM-01:50PM	MW	C 3	Bergmooser, M.

INFORMATION ASSURANCE/SECURITY

IAS 103   **Information Security**   **3 Credit Hours**
Principles   **3 Billable Contact Hours**
Prerequisite: RDG 090 and ENGL 090 or qualifying
scores on accepted placement tests and
Corequisite: CIS 130. If you are registering for an
online or blended course for the first
time at MCCC, you must also complete
the Online Orientation (ONL-001) prior
to the start of the semester. You will be
automatically enrolled into the Online
Orientation within 5 days of registering in
your online course(s). Failure to complete
the required Online Orientation may
result in de-registration from your online
courses. Please contact the eLearning
and Instructional Support Office at
734.384.4328 or elearning@monroeccc.
edu for more information.

Sect				
L1	Online Course	Course Fee: $75.00		Hilliker, W.

Students must have computer skills and reliable Internet capabilities. To get started in your online course, please go to http://www.monroeccc.edu/online-courses.htm to learn more about the specific course requirements and the PC/Mac compatibilities.

IAS 202   **Risk Vulnerability Analysis**   **3 Credit Hours**
3 Billable Contact Hours
Prerequisite: IAS 103 or CIS 216; If you are registering
for an online or blended course for
the first-time at MCCC, you must also
complete the Online Orientation (ONL 001)
prior to the start of the semester. You will
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Orientation within 5 days of registering in
your online course(s). Failure to complete
the required Online Orientation may
result in de-registration from your online
courses. Please contact the eLearning
and Instructional Support Office at
734.384.4328 or elearning@monroeccc.
edu for more information.

Sect				
B1	05:30PM-06:50PM	MW	Z 259	Hilliker, W.
	Blended Course	Course Fee: $75.00		

A portion of the required coursework will be delivered via online format. Students must have computer skills and reliable Internet capabilities. To get started in your blended course, please go to http://www.monroeccc.edu/online-courses.htm to learn more about the specific course requirements and the PC/ Mac compatibilities.

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JOURNALISM

JOURN 161   **Introduction to Journalism**   **3 Credit Hours**
3 Billable Contact Hours
Prerequisite: ENGL 090 and RDG 090 or qualifying
scores on accepted placement tests

Sect
01   11:00AM-12:20PM   TuTh   C 8   Staff

JOURN 162   **Journalism Workshop I**   **3 Credit Hours**
3 Billable Contact Hours
Prerequisite: JOURN 161

Sect
01   02:00PM-03:20PM   TuTh   L 101   Staff

JOURN 251   **Photojournalism**   **3 Credit Hours**
3 Billable Contact Hours
Prerequisite: ENGL 090 and RDG 090 or qualifying
scores on accepted placement tests

Sect
01   11:00AM-12:20PM   MW   C 8   Staff

JOURN 261   **Journalism Workshop II**   **3 Credit Hours**
3 Billable Contact Hours
Prerequisite: JOURN 162

Sect
01   02:00PM-03:20PM   TuTh   L 101   Staff

JOURN 262   **Journalism Workshop III**   **3 Credit Hours**
3 Billable Contact Hours
Prerequisite: JOURN 261

Sect
01   02:00PM-03:20PM   TuTh   L 101   Staff

MARKETING COMMUNICATIONS

MCOM 201   **Principles of Marketing**   **3 Credit Hours**
3 Billable Contact Hours
Prerequisite: ENGL 090 and RDG 090 or qualifying
scores on accepted placement tests.
If you are registering for an online or
blended course for the first time at
MCCC, you must also complete the
Online Orientation (ONL-001) prior to
the start of the semester. You will be
automatically enrolled into the Online
Orientation within 5 days of registering in
your online course(s). Failure to complete
the required Online Orientation may
result in de-registration from your online
courses. Please contact the eLearning
and Instructional Support Office at
734.384.4328 or elearning@monroeccc.
edu for more information.

Sect
01   11:00AM-12:20PM   TuTh   C 223   Reiman, D.
L1   Online Course   Course Fee: $75.00   Reiman, D.
*Students must have computer skills and reliable Internet capabilities. To get
started in your online course, please go to http://www.monroeccc.edu/online-
courses.htm to learn more about the specific course requirements and the
PC/Mac compatibilities.*

MATERIALS TECHNOLOGY

MATL 101   **Industrial Materials**   **3 Credit Hours**
4 Billable Contact Hours
Prerequisite: One year high school algebra or MATH
090 or qualifying scores on accepted
placement tests
Lab Fee: $75.00

Sect
01   10:00AM-11:55AM   MW   T 163   Staff
02   07:00PM-08:55PM   TuTh   T 163   Staff

MATHEMATICS

MATH 090   **Basic Mathematics Skills**   **4 Credit Hours**
4 Billable Contact Hours
STUDENTS ARE REQUIRED TO PROVIDE A COMPUTER.
Students are required to bring a laptop or a similar computer on the **first day of
class and every class day** — Windows or Apple operating systems — Chrome-
books are not compatible with the MyMathLab platform.
This is a pass/fail course that does not earn credits toward graduation. It is
not an online course. It utilizes interactive computer software and personalized,
on-demand assistance. Attendance and participation by the student are essential for
success. Assignments and testing are administered via a Web-based learning system.
Students are required to access the Internet both in class and outside of class.
(Note: MCCC offers students access to the Internet via open computer labs as
well as a campus-wide wireless network.) Students should read FAQs before
registering. http://www.monroeccc.edu/scimath/Math%20Redesign%20FAQ.pdf.
Prerequisite: MATH 000 this class does not count
toward graduation.
Course Fee: $100.00

Sect
01   08:00AM-09:52AM   MW   L 141   Staff
02   08:30AM-12:20PM   F   L 144   Staff
03   08:30AM-10:22PM   TuTh   L 141   Vallade, J.
04   10:00AM-11:52AM   MW   L 141   Naber, M.
05   10:30AM-12:22PM   TuTh   L 141   Vallade, J.
06   12:00PM-01:52PM   MW   L 141   Naber, M.
07   01:30PM-03:22PM   TuTh   L 141   Almusharrf, A.
08   02:00PM-03:52PM   MW   L 141   Staff
09   03:30PM-05:22PM   TuTh   L 141   Naber, M.
10   05:30PM-07:22PM   TuTh   L 145   Staff
11   06:00PM-07:52PM   MW   L 141   Staff
51   10:00AM-11:52AM   TuTh   WHIT 8   Staff
52   06:00PM-07:52PM   TuTh   WHIT 8   Staff

M = Monday Tu = Tuesday W = Wednesday Th = Thursday F = Friday S = Saturday Su = Sunday Whit = Whitman Center ▢ = Evening Classes

MATH 092   Beginning Algebra   4 Credit Hours
4 Billable Contact Hours

STUDENTS ARE REQUIRED TO PROVIDE A COMPUTER.
Students are required to bring a laptop or a similar computer on the **first day of class and every class day** — Windows or Apple operating systems — Chromebooks are not compatible with the MyMathLab platform.
This is a pass/fail course that does not earn credits toward graduation. It is not an online course. It utilizes interactive computer software and personalized, on-demand assistance. Attendance and participation by the student are essential for success. Assignments and testing are administered via a Web-based learning system. Students are required to access the Internet both in class and outside of class. (Note: MCCC offers students access to the Internet via open computer labs as well as a campus-wide wireless network.) Students should read FAQs before registering. http://www.monroeccc.edu/scimath/Math%20Redesign%20FAQ.pdf.

Prerequisite: RDG 090 and ENGL 090 and MATH 090 or qualifying scores on accepted placement tests.

Course Fee: $100.00

Sect					
01	08:00AM-09:52AM	MW	L 141	Staff	
02	08:30AM-12:20PM	F	L 144	Staff	
03	08:30AM-10:22PM	TuTh	L 141	Vallade, J.	
04	10:00AM-11:52AM	MW	L 141	Naber, M.	
05	10:30AM-12:22PM	TuTh	L 141	Vallade, J.	
06	12:00PM-01:52PM	MW	L 141	Naber, M.	
07	01:30PM-03:22PM	TuTh	L 141	Almusharrf, A.	
08	02:00PM-03:52PM	MW	L 141	Staff	
09	03:30PM-05:22PM	TuTh	L 141	Naber, M.	
10	05:30PM-07:22PM	TuTh	L 145	Staff	
11	06:00PM-07:52PM	MW	L 141	Staff	
51	10:00AM-11:52AM	TuTh	WHIT 8	Staff	
52	06:00PM-07:52PM	TuTh	WHIT 8	Staff	

MATH 119   Elementary Technical   2 Credit Hours
Mathematics   2 Billable Contact Hours

Prerequisite: RDG 090 and ENGL 090 and MATH 090 or qualifying scores on accepted placement tests

Sect					
01	05:30PM-08:22PM	MW	T 142	Staff	

Section 01 meets 8/28/19-10/2/19.

MATH 124   Technical Mathematics II   4 Credit Hours
4 Billable Contact Hours

Prerequisite: MATH 092 or MATH 119 or qualifying score on accepted placement tests

Sect					
01	05:30PM-08:22PM	MW	L 142	Staff	

Section 01 meets 10/7/19-12/16/19.

MATH 126   Mathematics for Business   3 Credit Hours
3 Billable Contact Hours

Prerequisite: RDG 090 and ENGL 090 and MATH 092 or qualifying scores on accepted placement tests. If you are registering for an online or blended course for the first time at MCCC, you must also complete the Online Orientation (ONL-001) prior to the start of the semester. You will be automatically enrolled into the Online Orientation within 5 days of registering in your online course(s). Failure to complete the required Online Orientation may result in de-registration from your online courses. Please contact the eLearning and Instructional Support Office at 734.384.4328 or elearning@monroeccc.edu for more information.

Sect				
L1	Online Course	Course Fee: $75.00	Shepherd, K.

Students must have reliable Internet capabilities. To get started in your online course, please go to http://www.monroeccc.edu/online-courses.htm to learn more about the specific course requirements, and the PC/Mac compatibilities.

MATH 151   Intermediate Algebra   4 Credit Hours
4 Billable Contact Hours

STUDENTS ARE REQUIRED TO PROVIDE A COMPUTER.
Students are required to bring a laptop or a similar computer on the **first day of class and every class day** — Windows or Apple operating systems — Chromebooks are not compatible with the MyMathLab platform.It is not an online course. It utilizes interactive computer software and personalized, on-demand assistance. Attendance and participation by the student are essential for success. Assignments and testing are administered via a Web-based learning system. Students are required to access the Internet both in class and outside of class. (Note: MCCC offers students access to the Internet via open computer labs as well as a campus-wide wireless network.) Students should read FAQs before registering. http://www.monroeccc.edu/scimath/Math%20Redesign%20FAQ.pdf.

Prerequisite: RDG 090 and ENGL 090 and MATH 092 or qualifying scores on accepted placement tests.

Course Fee: $100.00

Sect					
01	08:00AM-09:52AM	MW	L 144	Vallade, J.	
02	08:30AM-12:20PM	F	L 144	Staff	
03	08:30AM-10:22PM	TuTh	L 144	Staff	
04	10:00AM-11:52AM	MW	L 144	Vallade, J.	
05	10:30AM-12:22PM	TuTh	L 144	Shepherd, K.	
06	12:00PM-01:52PM	MW	L 144	Almusharrf, A.	
07	01:30PM-03:22PM	TuTh	L 144	Vallade, J.	
08	02:00PM-03:52PM	MW	L 144	Almusharrf, A.	
09	03:30PM-05:22PM	TuTh	L 144	Staff	
10	05:30PM-07:22PM	TuTh	L 144	Staff	
11	06:00PM-07:52PM	MW	L 144	Staff	
51	10:00AM-11:52AM	TuTh	WHIT 6	Staff	
52	06:00PM-07:52PM	MW	WHIT 6	Staff	

MATH 154   Mathematics Explorations   4 Credit Hours
4 Billable Contact Hours

Prerequisite: MATH 092 Beginning Algebra or higher or qualifying score on accepted placement tests.

Sect					
01	02:30PM-04:22PM	MW	L 111	Shepherd, K.	

MATH 156   Math for Elementary   3 Credit Hours
Teachers I   3 Billable Contact Hours

Prerequisite: MATH 151 or qualifying scores on accepted placement tests.

Lab Fee: $15.00

Sect					
01	02:00PM-03:20PM	TuTh	L 145	Shepherd, K.	

M = Monday   Tu = Tuesday   W = Wednesday   Th = Thursday   F = Friday   S = Saturday   Su = Sunday   Whit = Whitman Center   = Evening Classes

MATH 157   College Algebra   3 Credit Hours
3 Billable Contact Hours

Prerequisite: A grade of C or better in MATH 151 or qualifying scores on accepted placement tests. If you are registering for an online or blended course for the first time at MCCC, you must also complete the Online Orientation (ONL-001) prior to the start of the semester. You will be automatically enrolled into the Online Orientation within 5 days of registering in your online course(s). Failure to complete the required Online Orientation may result in de-registration from your online courses. Please contact the eLearning and Instructional Support Office at 734.384.4328 or elearning@monroeccc. edu for more information

Sect				
01	10:30AM-11:50AM	TuTh	L 145	Almusharrf, A.
02	02:00PM-03:20PM	MW	L 208	Naber, M.
03	05:30PM-06:50PM	TuTh	C 223	Staff
51	05:30PM-06:50PM	MW	WHIT 5	Staff
L1	Online Course	Course Fee: $75.00		Vallade, J.

Students must have computer skills and reliable Internet capabilities. To get started in your online course, please go to http://www.monroeccc.edu/online-courses.htm to learn more about the specific course requirements and the PC/Mac capabilities.

MATH 159   Trigonometry and Analytical   3 Credit Hours
Geometry   3 Billable Contact Hours

Prerequisite: A grade of C or better in MATH 157 If you are registering for an online or blended course for the first time at MCCC, you must also complete the Online Orientation (ONL-001) prior to the start of the semester. You will be automatically enrolled into the Online Orientation within 5 days of registering in your online course(s). Failure to complete the required Online Orientation may result in de-registration from your online courses. Please contact the eLearning and Instructional Support Office at 734.384.4328 or elearning@monroeccc. edu for more information.

Sect				
01	07:00PM-08:20PM	TuTh	C 223	Staff
L1	Online Course	Course Fee: $75.00		Vallade, J.

Students must have computer skills and reliable Internet capabilities. To get started in your online course, please go to http://www.monroeccc.edu/online-courses.htm to learn more about the specific course requirements and the PC/Mac capabilities.

MATH 162   Introduction to   3 Credit Hours
Statistics   3 Billable Contact Hours

Prerequisite: RDG 090 and ENGL 090 and MATH 124 or MATH 126 or MATH 151 or MATH 157 or MATH 159 or MATH 164 or MATH 171 or above or qualifying scores on accepted placement tests

Sect				
01	09:00AM-10:20AM	TuTh	L 208	Spalding, R.
02	07:30PM-10:20PM	M	L 208	Staff
51	05:30PM-06:50PM	MW	WHIT 8	Staff

MATH 164   Precalculus   4 Credit Hours
4 Billable Contact Hours

Prerequisite: A grade of C or better in MATH 151 or qualifying scores on accepted placement tests. If you are registering for an online or blended course for the first time at MCCC, you must also complete the Online Orientation (ONL-001) prior to the start of the semester. You will be automatically enrolled into the Online Orientation within 5 days of registering in your online course(s). Failure to complete the required Online Orientation may result in de-registration from your online courses. Please contact the eLearning and Instructional Support Office at 734.384.4328 or elearning@monroeccc. edu for more information.

Sect				
01	12:00PM-01:52PM	MW	L 208	Shepherd, K.
02	05:30PM-07:22PM	TuTh	C 232	Staff
L1	Online Course	Course Fee: $75.00		Vallade, J.

Students must have computer skills and reliable Internet capabilities. To get started in your online course, please go to http://www.monroeccc.edu/online-courses.htm to learn more about the specific course requirements and the PC/Mac capabilities.

MATH 171   Calculus I   4 Credit Hours
4 Billable Contact Hours

Prerequisite: A grade of C or better in MATH 159 or MATH 164 or qualifying scores on accepted placement tests

Sect				
01	10:00AM-11:52AM	MW	L 208	Almusharrf, A.
02	05:30PM-07:22PM	TuTh	L 142	Vallade, J.

MATH 172   Calculus II   4 Credit Hours
4 Billable Contact Hours

Prerequisite: A grade of C or better in MATH 171

Sect				
01	05:30PM-07:22PM	MW	C 226	Shepherd, K.

MATH 271   Calculus III   4 Credit Hours
4 Billable Contact Hours

Prerequisite: A grade of C or better in MATH 172

Sect				
01	05:30PM-07:22PM	MW	L 204	Naber, M.

Mechanical Design Technology

MDTC 109   Mechanical Blueprint Reading   2 Credit Hours
2 Billable Contact Hours

Prerequisite: RDG 090 or qualifying scores on accepted placement tests.
Lab Fee: $15.00

Sect				
01	05:30PM-07:25PM	M	T 158	Yoas, L.

M = Monday Tu = Tuesday W = Wednesday Th = Thursday F = Friday S = Saturday Su = Sunday Whit = Whitman Center   = Evening Classes

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MDTC 160 — Mechanical Drafting and CAD I

MDTC 160   **Mechanical Drafting**   **4 Credit Hours**
and CAD I   **6 Billable Contact Hours**
Prerequisite: RDG 090 or qualifying scores on accepted placement tests.
Lab Fee: $15.00

Sect				
01	09:00AM-11:55AM	MW	T 158	Kerste, D.
02	09:00AM-11:55AM	TuTh	T 158	Kerste, D.
03	07:00PM-09:55PM	TuTh	T 158	Yoas, L.

MDTC 226   **Geometric Dimensioning**   **3 Credit Hours**
and Tolerancing   **3 Billable Contact Hours**
Prerequisite: MDTC 101 or MDTC 151 or MDTC 160

Sect				
01	01:00PM-02:25PM	MW	T 158	Kerste, D.

MDTC 228   **Introduction to SOLIDWORKS -**   **3 Credit Hours**
CSWA   **4 Billable Contact Hours**
Prerequisite: RDG 090 or qualifying scores on accepted placement tests.
Lab Fee: $15.00

Sect				
01	01:30PM-03:25PM	TuTh	T 158	Kerste, D.

MDTC 232   **Advanced SOLIDWORKS-**   **3 Credit Hours**
CSWP   **4 Billable Contact Hours**
Prerequisite: MDTC 228
Lab Fee: $15.00

Sect				
01	03:30PM-05:25PM	TuTh	T 158	Kerste, D.

MDTC 236   **Rapid Prototyping**   **4 Credit Hours**
   6 Billable Contact Hours
Prerequisite: MDTC 161 and MDTC 228
Lab Fee: $100.00

Sect				
01	02:30PM-05:25PM	MW	T 158	Staff

MECHANICAL ENGINEERING TECHNOLOGY

METC 100   **Introduction to Engineering**   **3 Credit Hours**
& Technology   **3 Billable Contact Hours**
Prerequisite: RDG 090 or qualifying scores on accepted placement tests. If you are registering for an online or blended course for the first time at MCCC, you must also complete the Online Orientation (ONL-001) prior to the start of the semester. You will be automatically enrolled into the Online Orientation within 5 days of registering in your online course(s). Failure to complete the required Online Orientation may result in de-registration from your online courses. Please contact the eLearning and Instructional Support Office at 734.384.4328 or elearning@monroeccc.edu for more information.

Sect			
L1	Online Course	Course Fee: $75.00	Dubois, M.

Students must have reliable Internet capabilities. To get started in your online course, please go to http://www.monroeccc.edu/online-courses.htm to learn more about the specific course requirements, and the PC/Mac compatibilities.

METC 170   **Introduction to Parametric**   **3 Credit Hours**
CAD/CATIA   **6 Billable Contact Hours**
Prerequisite: MDTC 121 or MDTC 160
Lab Fee: $50.00

Sect				
01	07:00PM-09:55PM	TuTh	T 152	Ortolan, N.

METC 220   **Statics & Strength**   **4 Credit Hours**
of Materials   **6 Billable Contact Hours**
Prerequisite: MATH 124 or MATH 151 or MATH 157 or MATH 160 or MATH 164 or MATH 171 or MATH 172 or qualifying scores on accepted placement tests.
Lab Fee: $50.00

Sect				
01	04:00PM-06:55PM	MW	T 152	Dubois, M.

METC 234   **Thermodynamics and**   **4 Credit Hours**
Fluid Sciences   **6 Billable Contact Hours**
Prerequisite: MATH 124 or MATH 160 or MATH 164 or MATH 157 and MATH 159
Lab Fee: $50.00

Sect				
01	07:00PM-09:55PM	MW	T 152	Staff

MUSIC

MUSIC 150   **Agora Chorale**   **1 Credit Hour**
   3 Billable Contact Hours
Prerequisite: ENGL 090 and RDG 090 or qualifying scores on accepted placement tests.

Sect				
01	07:00PM-09:50PM	Tu	Z 275	Brodie, C.

Class meeting times and places may vary from those listed in the class schedule.

MUSIC 151   **Agora Chorale**   **1 Credit Hour**
   3 Billable Contact Hours
Prerequisite: MUSIC 150

Sect				
01	07:00PM-09:50PM	Tu	Z 275	Brodie, C.

Class meeting times and places may vary from those listed in the class schedule.

MUSIC 154   **College-Community**   **1 Credit Hour**
Symphony Band   **3 Billable Contact Hours**
Prerequisite: RDG 090 and ENGL 090 or qualifying scores on accepted placement tests

Sect				
01	07:00PM-09:50PM	M	Z 275	Felder, M.

Section 01 requires an audition and instructor permission. Class meeting times and places may vary from those listed in the class schedule.

MUSIC 155   **College-Community**   **1 Credit Hour**
Symphony Band   **3 Billable Contact Hours**
Prerequisite: MUSIC 154

Sect				
01	07:00PM-09:50PM	M	Z 275	Felder, M.

Section 01 requires an audition and instructor permission. Class meeting times and places may vary from those listed in the class schedule.

MUSIC 161I   **Applied Music Instrument**   **1 Credit Hour**
   1 Billable Contact Hour
Prerequisite: RDG 090 and ENGL 090 or qualifying scores on accepted placement tests
Lab Fee: $240.00

Sect				
01	Arranged	Arranged	Z 275	Stewart, E.

This class requires instructor permission. Students must set up lesson dates and times with the instructor prior to the beginning of the semester. Please contact the Humanities Office at 734.384.4153 for registration instructions and additional information.

02	Arranged	Arranged	Z 275	Goss, K.

This class requires instructor permission. Students must set up lesson dates and times with the instructor prior to the beginning of the semester. Please contact the Humanities Office at 734.384.4153 for registration instructions and additional information.

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MUSIC 161V   **Applied Music Voice**   **1 Credit Hour**
1 Billable Contact Hour

Prerequisite: RDG 090 and ENGL 090 or qualifying
scores on accepted placement tests.
Lab Fee: $240.00

Sect
01   Arranged   Arranged   Z 275   Stewart, E.
This class requires instructor permission. Students must set up lesson dates and times with the instructor prior to the beginning of the semester. Please contact the Humanities Office at 734.384.4153 for registration instructions and additional information.

MUSIC 162I   **Applied Music Instrument**   **1 Credit Hour**
1 Billable Contact Hour

Prerequisite: MUSIC 161I
Lab Fee: $240.00

Sect
01   Arranged   Arranged   Z 275   Stewart, E.
This class requires instructor permission. Students must set up lesson dates and times with the instructor prior to the beginning of the semester. Please contact the Humanities Office at 734-384-4153 for registration instructions and additional information.
02   Arranged   Arranged   Z 275   Goss, K.
This class requires instructor permission. Students must set up lesson dates and times with the instructor prior to the beginning of the semester. Please contact the Humanities Office at 734.384.4153 for registration instructions and additional information.

MUSIC 162V   **Applied Music Voice**   **1 Credit Hour**
1 Billable Contact Hour

Prerequisite: MUSIC 161V
Lab Fee: $240.00

Sect
01   Arranged   Arranged   Z 275   Stewart, E.
This class requires instructor permission. Students must set up lesson dates and times with the instructor prior to the beginning of the semester. Please contact the Humanities Office at 734.384.4153 for registration instructions and additional information.

MUSIC 170   **Introduction to**   **3 Credit Hour**
Music Theory I   **3 Billable Contact Hours**

Prerequisite: RDG 090 and ENGL 090 or qualifying
scores on accepted placement tests

Sect
01   09:30AM-10:50AM   TuTh   Z 275   Stewart, E.

MUSIC 250   **Agora Chorale**   **1 Credit Hour**
3 Billable Contact Hours

Prerequisite: MUSIC 151

Sect
01   07:00PM-09:50PM   Tu   Z 275   Brodie, C.
Class meeting times and places may vary from those listed in the class schedule.

MUSIC 251   **Agora Chorale**   **1 Credit Hour**
3 Billable Contact Hours

Prerequisite: MUSIC 250

Sect
01   07:00PM-09:50PM   Tu   Z 275   Brodie, C.
Class meeting times and places may vary from those listed in the class schedule.

MUSIC 254   **College-Community**   **1 Credit Hour**
Symphony Band   **3 Billable Contact Hours**

Prerequisite: MUSIC 155

Sect
01   07:00PM-09:50PM   M   Z 275   Felder, M.
Section 01 requires an audition and instructor permission. Class meeting times and places may vary from those listed in the class schedule.

MUSIC 255   **College-Community**   **1 Credit Hour**
Symphony Band   **3 Billable Contact Hours**

Prerequisite: MUSIC 254

Sect
01   07:00PM-09:50PM   M   Z 275   Felder, M.
Section 01 requires an audition and instructor permission. Class meeting times and places may vary from those listed in the class schedule.

MUSIC 261I   **Applied Music Instrument**   **1 Credit Hour**
1 Billable Contact Hour

Prerequisite: MUSIC 162I
Lab Fee: $240.00

Sect
01   Arranged   Arranged   Z 275   Stewart, E.
This class requires instructor permission. Students must set up lesson dates and times with the instructor prior to the beginning of the semester. Please contact the Humanities Office at 734.384.4153 for registration instructions and additional information.
02   Arranged   Arranged   Z 275   Goss, K.
This class requires instructor permission. Students must set up lesson dates and times with the instructor prior to the beginning of the semester. Please contact the Humanities Office at 734.384.4153 for registration instructions and additional information.

MUSIC 261V   **Applied Music Voice**   **1 Credit Hour**
1 Billable Contact Hour

Prerequisite: MUSIC 162V
Lab Fee: $240.00

Sect
01   Arranged   Arranged   Z 275   Stewart, E.
This class requires instructor permission. Students must set up lesson dates and times with the instructor prior to the beginning of the semester. Please contact the Humanities Office at 734.384.4153 for registration instructions and additional information.

MUSIC 262I   **Applied Music Instrument**   **1 Credit Hour**
1 Billable Contact Hour

Prerequisite: MUSIC 261I
Lab Fee: $240.00

Sect
01   Arranged   Arranged   Z 275   Stewart, E.
This class requires instructor permission. Students must set up lesson dates and times with the instructor prior to the beginning of the semester. Please contact the Humanities Office at 734.384.4153 for registration instructions and additional information.
02   Arranged   Arranged   Z 275   Goss, K.
This class requires instructor permission. Students must set up lesson dates and times with the instructor prior to the beginning of the semester. Please contact the Humanities Office at 734.384.4153 for registration instructions and additional information.

MUSIC 262V   **Applied Music Voice**   **1 Credit Hour**
1 Billable Contact Hour

Prerequisite: MUSIC 261V
Lab Fee: $240.00

Sect
01   Arranged   Arranged   Z 275   Stewart, E.
This class requires instructor permission. Students must set up lesson dates and times with the instructor prior to the beginning of the semester. Please contact the Humanities Office at 734.384.4153 for registration instructions and additional information.

MUSIC 268   **Popular Music**   **3 Credit Hours**
in America   **3 Billable Contact Hours**

Prerequisite: RDG 090 and ENGL 090 or qualifying
scores on accepted placement tests.

Sect
01   05:30PM-06:50PM   TuTh   C 228   Goss, K.

M = Monday   Tu = Tuesday   W = Wednesday   Th = Thursday   F = Friday   S = Saturday   Su = Sunday   Whit = Whitman Center   = Evening Classes

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NUCLEAR ENGINEERING TECHNOLOGY

NUET 100   **Nuclear Industry**   **2 Credit Hours**
                Fundamentals   **3 Billable Contact Hours**
Prerequisite: RDG 090 and ENGL 090 and MATH 151 or 157 or 159 or 164 or 171 or 172 or 251 or 271or 273 or qualifying scores on accepted placement tests.
Lab Fee: $30.00

Sect					
01	07:00PM-08:25PM	MW	T 166	Staff

Students are to meet on August 21, 2019 for a one hour mandatory orientation at 5:30 p.m. in the Career Technology Center, T bldg., room 166.

NON-DESTRUTIVE TESTING

NUET 102   **Introduction to NDT**   **3 Credit Hours**
                3 Billable Contact Hours
Prerequisite: RDG 090 and ENGL 090 or qualifying scores on accepted placement tests.
Lab Fee: $50.00

Sect					
01	05:30PM-09:45PM	MTU	T 167	Staff

Section 01 meets 9/3/19 - 10/7/19 for seven weeks.

NUET 105   **Radiography-Level 1**   **2 Credit Hours**
                3 Billable Contact Hours
Prerequisite: RDG 090 and ENGL 090 or qualifying scores on accepted placement tests and NUET 102.
Lab Fee: $25.00

Sect					
01	05:30PM-09:45PM	MTu	T 167	Staff

Section 01 meets 10/8/19 - 11/11/19 for seven weeks.

NUET 130   **Plant Systems 1**   **3 Credit Hours**
                4 Billable Contact Hours
Prerequisite: NUET 100
Lab Fee: $40.00

Sect					
01	07:00PM-08:55PM	TuTh	T 166	Staff

NURSING

CNA 100   **Certified Nurse Aide**   **6 Credit Hours**
                10 Billable Contact Hours
Prerequisite: RDG 090 and ENGL 090 or qualifying scores on accepted placement tests
Lab Fee: $59.00

Sect					
01	08:00AM-11:30AM	WTh	H 164	Staff
	07:00PM-03:50PM	F	H 105	
	06:45AM-03:15PM	WThF	Arranged	

Section 01 meets from 9/4/19-11/1/19. Section 01 will meet on WThF (first two lines shown above) from 9/4-10/18/19. Then the class will meet for clinicals on WThF (third line shown above) from 10/23-11/1/19. STUDENTS ARE REQUIRED TO COMPLETE AN ONLINE ORIENTATION PRIOR TO THE FIRST DAY OF CLASS BY VISITING http://www.monroeccc. edu/health_sciences/cna.htm.

02	05:30PM-09:20PM	TuTh	H 165	Staff
	08:00AM-05:00PM	S	H 105	
	07:30AM-03:00PM	FSSu	Arranged	

Section 02 will meet from 10/8/19-12/15/19. Section 02 will meet on TuThSa (first two lines shown above) from 10/18/19-11/23/19. Then the class will meet for clinicals on FSaSu (third line shown above) from 12/6/19-12/15/19. STUDENTS ARE REQUIRED TO COMPLETE AN ONLINE ORIENTATION PRIOR TO THE FIRST DAY OF CLASS BY VISITING http://www.monroeccc.edu/ health_sciences/ cna.htm.

REGISTERED NURSING PROGRAM

NURS 103   **Fundamental Nursing Care**   **9 Credit Hours**
                15 Billable Contact Hours
Prerequisite: Acceptance into the nursing program, ENGL 151, PSYCH 151, BIOL 257 (formerly BIOL 157).
Corequisite: BIOL 258 (formerly BIOL 158), ENGL 152 must be successfully completed prior to or concurrently.
Lab Fee: $438.00

Sect					
01	08:00AM-10:50AM	M	H 105	Garner, N./
	09:30AM-12:20PM	Tu	H 164	Schwartz, M./
	08:00AM-02:00PM	WTh	H 105	Giacomini, T.
	Clinical	Arranged	Hosp	

Section 01 meets from 8/28/19 - 12/16/19. Wednesday and Thursday sessions will tentatively meet 8/28-10/10/19. Wednesday/Thursday sessions may end at an earlier time on certain dates; see course calendar provided by instructor. Clinical assignments will be released by email.

NURS 105   **Medical Surgical**   **5 Credit Hours**
                Nursing Care I   **9.5 Billable Contact Hours**
Prerequisite: NURS 103 BIOL 258 (formerly BIOL 158) ENGL 152
Corequisite: HLTSC 120 (Must be successfully completed prior to or concurrently) NURS 110 unless course already passed.
Lab Fee: $214.00

Sect					
01	11:00AM-02:20PM	M	H 105	Lymond, D.
	08:00AM-10:25AM	Tu	H 105	
	Clinical	Arranged	HOSP	

Section 01 meets 8/28/19-10/21/19. First course meetings will be: 8/28 and 8/29/19: time and room information TBA; All remaining course meetings will take place at the days and times shown above. Clinical assignments will be released by email.

NURS 110   **Mental Health Nursing Care**   **3.5 Credit Hours**
                6 Billable Contact Hours
Prerequisite: NURS 103, BIOL 258 (formerly BIOL 158), ENGL 152
Corequisites: HLTSC 120 (must be completed prior to or concurrently). NURS 105 unless course already passed.
Lab Fee: $117.00

Sect					
01	08:00AM-10:20AM	Tu	H 105	Garner, N.
	11:00AM-01:50PM	M	H 105	
	Clinical	Arranged	HOSP	

Section 01 meets 10/22/19-12/16/19. Clinical assignments will be released by email.

M = Monday   Tu = Tuesday   W = Wednesday   Th = Thursday   F = Friday   S = Saturday   Su = Sunday   Whit = Whitman Center   ⬚ = Evening Classes

NURS 204   **Obstetrical Nursing Care**   **4 Credit Hours**
7 Billable Contact Hours

Prerequisite: NURS 105, NURS 110, HLTSC 120.
Corequisites: NURS 205, NURS 210 unless course(s)
already passed.
Lab Fee: $113.00

Sect

01	07:30AM-12:30PM	W	H 164	Giacomini, T.
	09:00AM-12:00PM	M	L 201	
	10:15AM-12:20PM	Tu	L 201	
	Clinical	Arranged	HOSP	

*Section 01 meets 8/28/19-10/21/19. First course meeting will be on
Wed. 8/28/19, first line shown above. Course will also meet on 8/29/19,
time and room information TBA. All other course meetings will be on
the days and times shown above (second and third lines). Clinical
assignments will be released by email.*

02	12:30PM-06:00PM	W	H164	Giacomini, T.
	09:00AM-12:00PM	M	L 201	
	10:15AM-12:20PM	Tu	L 201	
	Clinical	Arranged	HOSP	

*Section 02 meets 8/28/19-10/21/19. First course meeting will be on
Wed. 8/28/19, first line shown above. Course will also meet on 8/29/19,
time and room information TBA. All other course meetings will be on
the days and times shown above (second and third lines). Clinical
assignments will be released by email.*

NURS 205   **Pediatric Nursing Care**   **3.5 Credit Hours**
6 Billable Contact Hours

Prerequisite: NURS 105, NURS 110, HLTSC 120.
Corequisite: NURS 204, NURS 210 unless course(s)
already passed.
Lab Fee: $76.00

Sect

01	01:30PM-04:30PM	Tu	H 105	Lymond, D.
	10:30AM-12:20PM	Tu	L 201	
	09:00AM-11:50AM	M	L 201	
	Clinical	Arranged	HOSP	

*Section 01 meets 10/22/19-12/16/19. First course meeting will be on
Tues. 10/22/19, from 8AM-12:30PM in L201 and from 1:30- 4:30PM in
H105. Course will also meet on Wed. 10/23/19, from 8AM-12PM room
TBA. All other course meetings will be on the days and times shown above
(second and third lines). Clinical assignments will be released by email.*

02	12:00PM-03:00PM	W	H 164	Lymond, D.
	10:30AM-12:20PM	Tu	L 201	
	09:00AM-11:50AM	M	L 201	
	Clinical	Arranged	HOSP	

*Section 02 meets 10/22/19-12/16/19. First course meeting will be on
Tues. 10/22/19, from 8AM-12:30PM in L201. Course will also meet
on Wed. 10/23/19, from 8AM-12PM room TBA and 12-3PM in H164.
All other course meetings will be on the days and times shown above
(second and third lines). Clinical assignments will be released by email.*

NURS 208   **Medical Surgical**   **8.5 Credit Hours**
Nursing Care II   **14 Billable Contact Hours**

Prerequisite: NURS 204, NURS 205, NURS 210
Lab Fee: $85.00

Sect

01	08:00AM-11:40AM	M	H 165	Robinson, D.
	09:00AM-12:30PM	Tu	H 165	
	Arranged	Arranged	HOSP	

*Section 01 meets from 8/28/19-11/15/19. In addition to the meetings
days/times shown above, this course will also meet: 8/28: 8:30AM-
12:30PM room TBA; 8/29: 9AM-1PM H164; 9/3: 1:30-3:30PM H165; 9/4:
9AM-12:30PM H165; 9/17: 1:30-3:30PM H165; 11/6: 8:30AM-12:30PM
room TBA; 11/15: 9-10:30AM room TBA. Clinical assignments will be
released by email.*

NURS 210   **Nursing Leadership**   **3 Credit Hours**
and Management   **3 Billable Contact Hours**

Prerequisite: NURS 105, NURS 110, HLTSC 120.
Corequisites: NURS 204, NURS 205 unless courses
already passed. If you are registering for an
online or blended course for the first time at
MCCC, you must also complete the Online
Orientation (ONL-001) prior to the start
of the semester. You will be automatically
enrolled into the Online Orientation within 5
days of registering in your online course(s).
Failure to complete the required Online
Orientation may result in de-registration
from your online courses. Please contact
the eLearning and Instructional Support
Office at 734.384.4328 or elearning@
monroeccc.edu for more information.

Sect

B1	01:30PM-03:20PM	Tu	L 201	Giacomini, T./
	Blended Course	Course Fee: $75.00		Robinson, D.

*Section B1 online course work will begin on 8/28/19. The first on campus
meeting will be 9/3/19. Further class meeting times will be outlined in the
course syllabus. A portion of the required coursework will be delivered via
online format. Students must have computer skills and reliable Internet
capabilities. To get started in your blended course, please go to
http://www.monroeccc.edu/online-courses.htm to learn more about the
specific course requirements and the PC/Mac capabilities.*

B2	01:30PM-03:20PM	Tu	L 201	Giacomini, T./
	Blended Course	Course Fee: $75.00		Robinson, D.

*Section B2 online course work will begin on 8/28/19. The first on campus
meeting will be 9/3/19. Further class meeting times will be outlined in the
course syllabus. A portion of the required coursework will be delivered via
online format. Students must have computer skills and reliable Internet
capabilities. To get started in your blended course, please go to
http://www.monroeccc.edu/online-courses.htm to learn more about the
specific course requirements and the PC/Mac capabilities.*

NURS 212   **Nursing Practicum**   **2.5 Credit Hours**
7 Billable Contact Hours

Prerequisite: NURS 208

Sect

61	Externship	Arranged	Arranged	Robinson, D.

*Section 61 will meet from 11/19/19-12/16/19. On campus meetings:
11/19: 8AM-12:30PM H165; 11/20: 8AM-1PM room TBA; 12/16:
8:30AM-12:30 room TBA. Preceptor assignments will be handled by
lottery and schedules will vary.*

PRACTICAL NURSING PROGRAM

PNUR 127   **Practical Nursing Care**   **5 Credit Hours**
of Adults II   **9 Billable Contact Hours**

Prerequisite: PNUR 130
Corequisite: PNUR 128 (Must be successfully completed
prior to or concurrently)
Lab Fee: $87.00

Sect

01	12:35PM-02:55PM	M	L 203	McClure, L./
	09:30AM-12:30PM	Tu	L 203	Boylan, H.
	01:35PM-03:55PM	Tu	L 203	
	Clinical	Arranged	HOSP	

*Section 01 meets 9/3/19-11/5/19. Open lab meeting times will be on
Mondays from 8:00-11:00AM and Thursdays from 9:00AM-12:00PM
(Exceptions - no open lab 9/5, 10/24 & 10/31; instead there will be open
lab on Wednesday 9/4, 10/23 & 10/30. Clinical assignments will be
released by email.*

M = Monday   Tu = Tuesday   W = Wednesday   Th = Thursday   F = Friday   S = Saturday   Su = Sunday   Whit = Whitman Center   ▢ = Evening Classes

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PNUR 128   **Issues in Practical Nursing**   **2 Credit Hours**
                                                               2 Billable Contact Hours

Prerequisite: PNUR 130
Corequisite: PNUR 127 (Must be successfully completed prior to or concurrently) If you are registering for an online or blended course for the first time at MCCC, you must also complete the Online Orientation (ONL-001) prior to the start of the semester. You will be automatically enrolled into the Online Orientation within 5 days of registering in your online course(s). Failure to complete the required Online Orientation may result in de-registration from your online courses. Please contact the eLearning and Instructional Support Office at 734.384.4328 or elearning@monroeccc.edu for more information.
Course Fee: $75.00

Sect					
B1	11:30AM-12:30PM	M	L 203	Boylan, H.
	Blended Course		Course Fee: $75.00	

Section B1 meets 9/9/19-11/11/19. Blended courses combine face-to-face classroom instruction with a significant amount of web-based instruction. The class schedule in these courses will require students to come to MCCC or Whitman campus as established by the instructor. A portion of the required coursework will be delivered via online format. Students must have computer skills and reliable Internet capabilities. To get started in your blended course, please go to http://www.monroeccc.edu/online-courses.htm to learn more about the specific course requirements and the PC/Mac capabilities.

PNUR 129   **Management Concepts for**   **3 Credit Hours**
                 the Practical Nurse   **8.5 Billable Contact Hours**

Prerequisite: PNUR 127, PNUR 128
Lab Fee: $5.00

Sect				
61	See below	Arranged	L 203	McClure, L./
	Arranged	MTuWThF	HOSP	Boylan, H.
	Arranged	Arranged	Arranged	

Section 61 meets 11/8/19-12/11/19. Section 61 will meet in L203 on the following dates/times: 11/6: 9:00 AM-1:00 PM; 11/11: 8:30-10:50 AM; 11/14: 9:00-2:00 PM.; 11/18: 8:30AM-12:30 PM; 12/11: 8:00 AM-12:00 PM. Clinical assignments & orientation date will be released by email.

PHILOSOPHY

PHIL 151   **Introduction to Logic**   **3 Credit Hours**
                                                        3 Billable Contact Hours

Prerequisite: RDG 090 and ENGL 090 or qualifying scores on accepted placement tests

Sect				
01	07:00PM-08:20PM	TuTh	C 224	Henisse, C.

PHIL 152   **Introduction to Western**   **3 Credit Hours**
                 Philosophy   **3 Billable Contact Hours**

Prerequisite: RDG 090 and ENGL 090 or qualifying scores on accepted placement tests. If you are registering for an online or blended course for the first time at MCCC, you must also complete the Online Orientation (ONL-001) prior to the start of the semester. You will be automatically enrolled into the Online Orientation within 5 days of registering in your online course(s). Failure to complete the required Online Orientation may result in de-registration from your online courses. Please contact the eLearning and Instructional Support Office at 734.384.4328 or elearning@monroeccc.edu for more information.

Sect					
01	09:30AM-10:50AM	TuTh	C 224	Butson, C.
L1	Online Course		Course Fee: $75.00	Wisniewski, J.

Students must have computer skills and reliable Internet capabilities. To get started in your online course, please go to http://www.monroeccc.edu/online-courses.htm to learn more about the specific course requirements and the PC/Mac compatibilities.

PHIL 253   **Introduction to the Philosophy**   **3 Credit Hours**
                 of Religion   **3 Billable Contact Hours**

Prerequisite: RDG 090 and ENGL 090 or qualifying scores on accepted placement tests

Sect				
01	05:30PM-06:50PM	TuTh	C 224	Henisse, C.

PHIL 254   **Introduction to Medical Ethics**   **3 Credit Hours**
                                                       3 Billable Contact Hours

Prerequisite: ENGL 151. If you are registering for an online or blended course for the first time at MCCC, you must also complete the Online Orientation (ONL-001) prior to the start of the semester. You will be automatically enrolled into the Online Orientation within 5 days of registering in your online course(s). Failure to complete the required Online Orientation may result in de-registration from your online courses. Please contact the eLearning and Instructional Support Office at 734.384.4328 or elearning@monroeccc.edu for more information.

Sect			
L1	Online Course	Course Fee: $75.00	Butson, C.

Students must have computer skills and reliable Internet capabilities. To get started in your online course, please go to http://www.monroeccc.edu/online-courses.htm to learn more about the specific course requirements and the PC/Mac compatibilities.

L2	Online Course	Course Fee: $75.00	Butson, C.

Students must have computer skills and reliable Internet capabilities. To get started in your online course, please go to http://www.monroeccc.edu/online-courses.htm to learn more about the specific course requirements and the PC/Mac compatibilities.

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PHYSICS

PHY 151 **General Physics I** **4 Credit Hours**
6 Billable Contact Hours

Prerequisite: MATH 151 or qualifying scores on accepted placement tests. Recommended: MATH 157 and MATH 159 or MATH 164.
Lab Fee: $75.00

Sect				
01	08:00AM-09:20AM	MW	L 208	Spalding, R.
Lab	09:30AM-12:22PM	M	L 210	
02	08:00AM-09:20AM	MW	L 208	Spalding, R.
Lab	09:30AM-12:22PM	W	L 210	
03	05:30PM-06:50PM	MW	L 208	Staff
Lab	07:00PM-09:52PM	W	L 210	

PHY 251 **Engineering Physics I** **5 Credit Hours**
7 Billable Contact Hours

Prerequisite: MATH 171. MATH 172 is highly recommended.
Lab Fee: $75.00

Sect				
01	10:30AM-12:22PM	TuTh	L 208	Spalding, R.
Lab	01:30PM-04:20PM	Tu	L 210	

POLITICAL SCIENCE

POLSC 151 **Introduction to** **3 Credit Hours**
Political Science **3 Billable Contact Hours**

Prerequisite: RDG 090 and ENGL 090 or qualifying scores on accepted placement tests. If you are registering for an online or blended course for the first time at MCCC, you must also complete the Online Orientation (ONL-001) prior to the start of the semester. You will be automatically enrolled into the Online Orientation within 5 days of registering in your online course(s). Failure to complete the required Online Orientation may result in de-registration from your online courses. Please contact the eLearning and Instructional Support Office at 734.384.4328 or elearning@monroeccc.edu for more information.

Sect				
01	09:30AM-10:50AM	MW	C 4	Tallerico, B.
02	11:00AM-12:20PM	MW	C 228	Snyder, M.
03	11:00AM-12:20PM	TuTh	C 230	Bacarella, M.
04	02:00PM-03:20PM	MW	C 228	Ferstle, K.
05	02:00PM-03:20PM	TuTh	C 228	Conklin, G.
L1	Online Course	Course Fee: $75.00		Snyder, M.

Students must have computer skills and reliable Internet capabilities. To get started in your online course, please go to http://www.monroeccc.edu/online-courses.htm to learn more about the specific course requirements and the PC/Mac compatibilities.

L2	Online Course	Course Fee: $75.00		Snyder, M.

Students must have computer skills and reliable Internet capabilities. To get started in your online course, please go to http://www.monroeccc.edu/online-courses.htm to learn more about the specific course requirements and the PC/Mac compatibilities.

POLSC 158 **Introduction to** **3 Credit Hours**
Political Theory **3 Billable Contact Hours**

Prerequisite: RDG 090 and ENGL 090 or qualifying scores on accepted placement tests.

Sect				
01	03:30PM-04:50PM	TuTh	C 230	Snyder, M.

POLSC 211 **Introduction to** **3 Credit Hours**
Comparative Politics **3 Billable Contact Hours**

Prerequisite: POLSC 151

Sect				
01	03:30PM-04:50PM	MW	C 228	Snyder, M.

PRODUCT AND PROCESS TECHNOLOGY

MECH 102 **Manufacturing Processes** **4 Credit Hours**
6 Billable Contact Hours

Prerequisite: RDG 090 or qualifying scores on accepted placement tests
Lab Fee: $100.00

Sect				
01	07:00PM-09:55PM	TuTh	T 171	Staff

MECH 103 **Machining Basics & CNC** **4 Credit Hours**
6 Billable Contact Hours

Lab Fee: $50.00

Sect				
01	09:00AM-11:55AM	TuTh	T 173/T 175	Elliott, T.
02	05:00PM-07:55PM	MW	T 173/T 175	Elliott, T.
03	07:00PM-09:55PM	TuTh	T 173/T 175	Staff

MECH 105 **CNC III** **3 Credit Hours**
4 Billable Contact Hours

Prerequisite: MECH 104
Lab Fee: $50.00

Sect				
01	05:00PM-06:55PM	TuTh	T 173	Elliott, T.

Co-listed with MECH 221-01.

MECH 111 **Introduction to** **3 Credit Hours**
Fluid Power **4 Billable Contact Hours**

Prerequisite: RDG 090 and one year high school algebra
Lab Fee: $50.00

Sect				
01	05:00PM-08:55PM	M	T 162	Whalen, B.

MECH 131 **Introduction to Automated** **3 Credit Hours**
Manufacturing **4 Billable Contact Hours**

Prerequisite: RDG 090 or qualifying scores on accepted placement tests
Lab Fee: $50.00

Sect				
01	07:00PM-08:55PM	TuTh	T 164	Dubois, M.

MECH 221 **CAD/CAM II Solids** **3 Credit Hours**
4 Billable Contact Hours

Prerequisite: MECH 201
Lab Fee: $50.00

Sect				
01	05:00PM-06:55PM	TuTh	T 173	Elliott, T.

Co-listed with MECH 105-01.

M = Monday Tu = Tuesday W = Wednesday Th = Thursday F = Friday S = Saturday Su = Sunday Whit = Whitman Center ░ = Evening Classes

PSYCHOLOGY

PSYCH 151 **General Psychology** **3 Credit Hours**
3 Billable Contact Hours

Prerequisite: ENGL 090, RDG 090, and MATH 092 or MATH 150 or higher or qualifying scores on accepted placement tests. If you are registering for an online or blended course for the first time at MCCC, you must also complete the Online Orientation (ONL-001) prior to the start of the semester. You will be automatically enrolled into the Online Orientation within 5 days of registering in your online course(s). Failure to complete the required Online Orientation may result in de-registration from your online courses. Please contact the eLearning and Instructional Support Office at 734.384.4328 or elearning@monroeccc.edu for more information.

Sect				
01	08:00AM-09:20AM	TuTh	L 142	Staff
02	09:00AM-10:20AM	MW	L 111	Grey, M.
03	09:30AM-10:50AM	TuTh	L 142	Staff
04	10:30AM-11:50AM	MW	L 142	Wise, P.
05	11:00AM-12:20PM	TuTh	T 157	Grey, M.
06	12:00PM-01:20PM	MW	L 142	Wise, P.
07	01:30PM-02:50PM	TuTh	L 142	Wise, P.
08	03:00PM-04:20PM	MW	L 142	Staff
09	05:30PM-08:20PM	W	C 223	Staff
51	11:00AM-12:20PM	TuTh	WHIT 9	Staff
52	05:30PM-06:50PM	TuTh	WHIT 6	Staff

L1 Online Course Course Fee: $75.00 Grey, M.
Students must have computer skills and reliable Internet capabilities. To get started in your online course, please go to http://www.monroeccc.edu/online-courses.htm to learn more about the specific course requirements and the PC/Mac capabilities.

L2 Online Course Course Fee: $75.00 Wise, P.
Students must have computer skills and reliable Internet capabilities. To get started in your online course, please go to http://www.monroeccc.edu/online-courses.htm to learn more about the specific course requirements and the PC/Mac capabilities.

L3 Online Course Course Fee: $75.00 Wise, P.
Students must have computer skills and reliable Internet capabilities. To get started in your online course, please go to http://www.monroeccc.edu/online-courses.htm to learn more about the specific course requirements and the PC/Mac capabilities.

PSYCH 152 **Psychology of Personality/** **3 Credit Hours**
Adjustment **3 Billable Contact Hours**

Prerequisite: PSYCH 151

Sect				
01	11:00AM-12:20PM	MW	L 111	Grey, M.

PSYCH 251 **Child Psychology** **3 Credit Hours**
3 Billable Contact Hours

Prerequisite: PSYCH 151

Sect				
01	03:00PM-04:20PM	TuTh	L 142	Wise, P.

PSYCH 253 **Social Psychology** **3 Credit Hours**
3 Billable Contact Hours

Prerequisite: PSYCH 151

Sect				
01	01:30PM-02:50PM	MW	L 142	Grey, M.

PSYCH 254 **Life Span Psychology** **3 Credit Hours**
3 Billable Contact Hours

Prerequisite: PSYCH 151; If you are registering for an online or blended course for the first time at MCCC, you must also complete the Online Orientation (ONL-001) prior to the start of the semester. You will be automatically enrolled into the Online Orientation within 5 days of registering in your online course(s). Failure to complete the required Online Orientation may result in de-registration from your online courses. Please contact the eLearning and Instructional Support Office at 734.384.4328 or elearning@monroeccc.edu for more information.

Sect				
01	11:00AM-12:20PM	TuTh	L 111	Wise, P.
L1	Online Course	Course Fee: $75.00		Wise, P.

Students must have computer skills and reliable Internet capabilities. To get started in your online course, please go to http://www.monroeccc.edu/online-courses.htm to learn more about the specific course requirements and the PC/Mac capabilities..

PSYCH 258 **Abnormal Psychology** **3 Credit Hours**
3 Billable Contact Hours

Prerequisite: PSYCH 151

Sect				
01	09:00AM-10:20AM	MW	L 142	Wise, P.

QUALITY SYSTEMS TECHNOLOGY

QSTC 115 **Statistical Process Control** **3 Credit Hours**
3 Billable Contact Hours

Prerequisite: MATH 119; If you are registering for an online or blended course for the first-time at MCCC, you must also complete the Online Orientation (ONL 001) prior to the start of the semester. You will be automatically enrolled into the Online Orientation within 5 days of registering in your online course(s). Failure to complete the required Online Orientation may result in de-registration from your online courses. Please contact the eLearning and Instructional Support Office at 734.384.4328 or elearning@monroeccc.edu for more information.

Sect				
L1	Online Course	Course Fee: $75.00		Staff

Students must have computer skills and reliable Internet capabilities. To get started in your online course, please go to http://www.monroeccc.edu/online-courses.htm to learn more about the specific course requirements and the PC/Mac capabilities.

M = Monday Tu = Tuesday W = Wednesday Th = Thursday F = Friday S = Saturday Su = Sunday Whit = Whitman Center ☐ = Evening Classes

QSTC 120 | **Introduction to Quality** | **3 Credit Hours**
Systems | **3 Billable Contact Hours**

Prerequisite: RDG 090 or qualifying scores on accepted placement tests. If you are registering for an online or blended course for the first time at MCCC, you must also complete the Online Orientation (ONL-001) prior to the start of the semester. You will be automatically enrolled into the Online Orientation within 5 days of registering in your online course(s). Failure to complete the required Online Orientation may result in de-registration from your online courses. Please contact the eLearning and Instructional Support Office at 734.384.4328 or elearning@monroeccc. edu for more information.

Sect
L1 | Online Course | Course Fee: $75.00 | Staff

Students must have computer skills and reliable Internet capabilities. To get started in your online course, please go to http://www.monroeccc.edu/online-courses.htm to learn more about the specific course requirements and the PC/Mac capabilities.

QSTC 150 | **Introduction to Metrology** | **3 Credit Hours**
| | **4 Billable Contact Hours**

Prerequisite: MDTC 101 or MDTC 109 or MDTC 151 or MDTC 160 or MDTC 161; If you are registering for an online or blended course for the first time at MCCC, you must also complete the Online Orientation (ONL-001) prior to the start of the semester. You will be automatically enrolled into the Online Orientation within 5 days of registering in your online course(s). Failure to complete the required Online Orientation may result in de-registration from your online courses. Please contact the eLearning and Instructional Support Office at 734.384.4328 or elearning@monroeccc. edu for more information.

Course Fee: $75.00

Sect
B1 | 05:00PM-06:55PM | MW | T 159 | Staff
| Blended Course | Course Fee: $75.00

A portion of the required coursework will be delivered via online format. Students must have computer skills and reliable Internet capabilities. To get started in your blended course, please go to http://www.monroeccc.edu/online-courses.htm to learn more about the specific course requirements and the PC/Mac capabilities.

READING

RDG 090 | **Basic Reading Skills** | **3 Credit Hours**
| | **3 Billable Contact Hours**

Prerequisite: Minimum test competencies in Reading must be met before registering for this course (This class does not count toward graduation)

Sect
01 | 08:00AM-09:20AM | TuTh | C 224 | Toll, M.

RESPIRATORY THERAPY

RTH 100 | **Respiratory Care** | **6.5 Credit Hours**
Techniques I | **9 Billable Contact Hours**

Prerequisite: Acceptance into the Respiratory Therapy program.
Corequisites: RTH 104 and BIOL 258 (formerly BIOL 158)
Lab Fee: $200.00

Sect
01 | 10:15AM-11:52AM | MF | H 157 | Stripling, H.
| 10:30AM-12:10PM | Tu | H 157 |
| 01:30PM-05:00PM | Tu | H 159 |

In addition to the days and times above, this course will also meet on Wed., Aug 28: 8:30-11:30AM; Thurs., Aug. 29th: 8AM-3PM and Wed., Dec. 4: 8AM-1PM - all in room H165. Also, students will have introductory clinic hours on Wednesdays from Oct. 16th - Nov. 20th, specific rotation/clinic assignments will be communicated to the students.

02 | 10:15AM-11:52AM | MF | H 157 | Stripling, H./
| 10:30AM-12:10PM | Tu | H 157 | Prush, A.
| 08:30AM-12:00PM | W | H 159 |

In addition to the days and times above, this course will also meet on Wed., Aug 28: 8:30-11:30AM; Thurs., Aug. 29th: 8AM-3PM and Wed., Dec. 4: 8AM-1PM - all in room H165. Also, students will have introductory clinic hours on Wednesdays from Oct. 16th - Nov. 20th, specific rotation/clinic assignments will be communicated to the students.

03 | 10:15AM-11:52AM | MF | H 157 | Stripling, H./
| 10:30AM-12:10PM | Tu | H 157 | Prush, A.
| 01:00PM-04:30PM | W | H 159 |

In addition to the days and times above, this course will also meet on Wed., Aug 28: 8:30-11:30AM; Thurs., Aug. 29th: 8AM-3PM and Wed., Dec. 4: 8AM-1PM - all in room H165. Also, students will have introductory clinic hours on Wednesdays from Oct. 16th - Nov. 20th, specific rotation/clinic assignments will be communicated to the students.

RTH 102A | **Pharmacology for Respiratory** | **2 Credit Hours**
Therapists I | **2 Billable Contact Hours**

Prerequisite: Admission into the Respiratory Therapy Program.
Corequisites: RTH 100, RTH 104 & BIOL 258 (must be successfully completed prior to or concurrently)

Sect
01 | 08:25AM-10:20AM | Tu | H 157 | Ahmed, I.

RTH 104 | **Cardiopulmonary** | **3 Credit Hours**
Assessment | **3 Billable Contact Hours**

Prerequisite: Acceptance into the Respiratory Therapy program.
Corequisite: RTH 100, BIOL 258 (formerly BIOL 158)

Sect
01 | 08:30AM-09:50AM | MF | H 157 | Prush, A.

RTH 211 | **Respiratory Care Clinical** | **4.5 Credit Hours**
Practice III | **14 Billable Contact Hours**

Prerequisite: RTH 120, RTH 121
Corequisite: RTH 214
Lab Fee: $15.00

Sect
61 | 10:00AM-10:55AM | F | H 165 | Prush, A.
| Arranged | TuTh | HOSP |
62 | 10:00AM-10:55AM | F | H 165 | Prush, A./
| Arranged | TuTh | HOSP | Cusac, J.

RTH 212 | **Advanced Cardiopulmonary** | **4 Credit Hours**
Anatomy & Physiology | **4 Billable Contact Hours**

Prerequisite: RTH 120

Sect
01 | 01:00PM-02:55PM | MW | H 157 | Staff

M = Monday Tu = Tuesday W = Wednesday Th = Thursday F = Friday S = Saturday Su = Sunday Whit = Whitman Center [ ] = Evening Classes

RTH 214	Adult Critical Care Management	3 Credit Hours 4 Billable Contact Hours

Prerequisite: RTH 120, RTH 121
Corequisite: RTH 211, RTH 214
Lab Fee: $35.00

Sect				
01	08:45AM-10:50AM	M	H 164	Staff
	08:45AM-10:50AM	W	H 157	

RTH 216	Neonatal/Pediatric Management	2 Credit Hours 3 Billable Contact Hours

Prerequisite: RTH 120, RTH 121
Corequisite: RTH 211, RTH 212, RTH 214

Sect				
01	11:30AM-1:25PM	F	H 165	Warniment, B.

SOCIAL WORK

SWK 106	Child Welfare	3 Credit Hours 3 Billable Contact Hours

Prerequisite: RDG 090 and ENGL 090 or qualifying scores on accepted placement tests

Sect				
51	07:00PM-09:50PM	Tu	WHIT 2	Staff

SWK 151	Introduction to Social Services	3 Credit Hours 3 Billable Contact Hours

Prerequisite: RDG 090 and ENGL 090 or qualifying scores on accepted placement tests.

Sect				
01	07:00PM-09:50PM	W	L 111	Staff

SOCIOLOGY

SOC 151	Principles of Sociology	3 Credit Hours 3 Billable Contact Hours

Prerequisite: RDG 090 and ENGL 090 or qualifying scores on accepted placement tests. If you are registering for an online or blended course for the first time at MCCC, you must also complete the Online Orientation (ONL-001) prior to the start of the semester. You will be automatically enrolled into the Online Orientation within 5 days of registering in your online course(s). Failure to complete the required Online Orientation may result in de-registration from your online courses. Please contact the eLearning and Instructional Support Office at 734.384.4328 or elearning@monroeccc.edu for more information.

Sect				
01	08:00AM-09:20AM	MW	C 228	Staff
02	08:00AM-09:20AM	TuTh	C 228	Rosenthal, D.
03	09:30AM-10:50AM	MW	C 224	Roberts, D.
04	02:00PM-03:20PM	TuTh	C 224	Staff
05	05:30PM-06:50PM	TuTh	C 4	Staff
51	08:00AM-09:20AM	MW	WHIT 2	McIntyre, G.
L1	Online Course	Course Fee: $75.00		Roberts, D.

Students must have computer skills and reliable Internet capabilities. To get started in your online course, please go to http://www.monroeccc.edu/online-courses.htm to learn more about the specific course requirements and the PC/Mac compatibilities.

L2	Online Course	Course Fee: $75.00		Roberts, D.

Students must have computer skills and reliable Internet capabilities. To get started in your online course, please go to http://www.monroeccc.edu/online-courses.htm to learn more about the specific course requirements and the PC/Mac compatibilities.

SOC 251	Modern Social Problems	3 Credit Hours 3 Billable Contact Hours

Prerequisite: SOC 151; If you are registering for an online or blended course for the first time at MCCC, you must also complete the Online Orientation (ONL-001) prior to the start of the semester. You will be automatically enrolled into the Online Orientation within 5 days of registering in your online course(s). Failure to complete the required Online Orientation may result in de-registration from your online courses. Please contact the eLearning and Instructional Support Office at 734.384.4328 or elearning@monroeccc.edu for more information.

Sect				
L1	Online Course	Course Fee: $75.00		Roberts, D.

Students must have computer skills and reliable Internet capabilities. To get started in your online course, please go to http://www.monroeccc.edu/online-courses.htm to learn more about the specific course requirements and the PC/Mac compatibilities.

SOC 253	Race and Ethnicity	3 Credit Hours 3 Billable Contact Hours

Prerequisite: RDG 090 and ENGL 090 or qualifying scores on accepted placement tests

Sect				
01	09:30AM-10:50AM	TuTh	C 229	Roberts, D.

SPANISH

SPAN 151	Elementary Spanish I	4 Credit Hours 4 Billable Contact Hours

Prerequisite: RDG 090 and ENGL 090 or qualifying scores on accepted placement tests
Course Fee: $25.00

Sect				
01	05:00PM-06:52PM	MW	C 6	Smith, Z.
02	07:00PM-08:52PM	MW	C 6	Stranyak, C.

SPAN 251	Second Year Spanish I	4 Credit Hours 4 Billable Contact Hours

Prerequisite: SPAN 152 or two years high school Spanish
Course Fee: $25.00

Sect				
01	05:00PM-06:52PM	TuTh	C 6	Staff

SPEECH

SPCH 151	Communication Fundamentals	3 Credit Hours 3 Billable Contact Hours

Prerequisite: RDG 090 and ENGL 090 or qualifying scores on accepted placement tests.

Sect				
01	08:00AM-09:20AM	MW	C 222	Bergmooser, M.
02	09:30AM-10:50AM	MW	C 223	Curry, C.
03	09:30AM-10:50AM	TuTh	C 222	Bergmooser, M.
04	12:30PM-01:50PM	MW	C 222	Curry, T.
05	03:30PM-04:50PM	TuTh	C 229	Curry, T.
06	05:30PM-06:50PM	MW	C 222	Giarmo, E.

M = Monday Tu = Tuesday W = Wednesday Th = Thursday F = Friday S = Saturday Su = Sunday Whit = Whitman Center ☐ = Evening Classes

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SPCH 155   **Interpersonal Communication**   **3 Credit Hours**
3 Billable Contact Hours
Prerequisite: SPCH 151

Sect				
01	02:00PM-03:20PM	TuTh	C 222	Bergmooser, M.

SPCH 255   **Nonverbal Communication**   **3 Credit Hours**
3 Billable Contact Hours
Prerequisite: SPCH 151

Sect				
01	09:30AM-10:50AM	MW	C 222	Bergmooser, M.

THEATER

THEA 151   **Introduction to Theater**   **3 Credit Hours**
3 Billable Contact Hours
Prerequisite: RDG 090 and ENGL 090 or qualifying scores on accepted placement tests

Sect				
01	05:30PM-06:50PM	TuTh	C 225	Lai, A.

WELDING

WELD 100   **Introduction to Welding**   **4 Credit Hours**
Processes   **6 Billable Contact Hours**
Lab Fee: $150.00

Sect				
01	02:00PM-4:55PM	TuTh	T 165/ T 169	Hasselbach, S.
02	05:00PM-07:55PM	MW	T 165/ T 169	Staff

Students are required to purchase a welding kit in the MCCC Bookstore.

WELD 101A   **Introduction to GMAW**   **2 Credit Hours**
3 Billable Contact Hours
Prerequisite: RDG 090 or qualifying scores on accepted placement tests
Lab Fee: $150.00

Sect				
01	05:30PM-09:25PM	TuTh	T 165/ T 169	Hasselbach, S.
02	08:00AM-03:55PM	S	T 165/ T 169	Staff

Students are required to purchase a welding kit in the MCCC Bookstore.

WELD 101B   **Basic SMAW**   **2 Credit Hours**
3 Billable Contact Hours
Prerequisite: RDG 090 or qualifying scores on accepted placement tests
Lab Fee: $150.00

Sect				
01	05:30PM-09:25PM	TuTh	T 165/ T 169	Hasselbach, S.
02	08:00AM-03:55PM	S	T 165/ T 169	Staff

Students are required to purchase a welding kit in the MCCC Bookstore.

WELD 102   **Advanced SMAW**   **6 Credit Hours**
8 Billable Contact Hours
Prerequisite: WELD 100
Lab Fee: $150.00

Sect				
01	05:30PM-09:25PM	TuTh	T 165/ T 169	Hasselbach, S.
02	08:00AM-03:55PM	S	T 165/ T 169	Staff

Students are required to purchase a welding kit in the MCCC Bookstore.

WELD 102A   **Multi-Pass Arc Welding**   **2 Credit Hours**
3 Billable Contact Hours
Prerequisite: WELD 100
Lab Fee: $150.00

Sect				
01	05:30PM-09:25PM	TuTh	T 165/ T 169	Hasselbach, S.
02	08:00AM-03:55PM	S	T 165/ T 169	Staff

Students are required to purchase a welding kit in the MCCC Bookstore.

WELD 102B   **Code Welding Techniques**   **2 Credit Hours**
3 Billable Contact Hours
Prerequisite: WELD 102A
Lab Fee: $150.00

Sect				
01	05:30PM-09:25PM	TuTh	T 165/ T 169	Hasselbach, S.
02	08:00AM-03:55PM	S	T 165/ T 169	Staff

Students are required to purchase a welding kit in the MCCC Bookstore.

WELD 102C   **Multi-Pass Pipe Fillet Welding**   **2 Credit Hours**
3 Billable Contact Hours
Prerequisite: WELD 102A
Lab Fee: $150.00

Sect				
01	05:30PM-09:25PM	TuTh	T 165/ T 169	Hasselbach, S.
02	08:00AM-03:55PM	S	T 165/ T 169	Staff

Students are required to purchase a welding kit in the MCCC Bookstore.

WELD 103   **Weldment Evaluation**   **3 Credit Hours**
and Testing   **4 Billable Contact Hours**
Prerequisite: WELD 100 or MECH 102
Lab Fee: $100.00

Sect				
01	07:00PM-08:55PM	MW	T 163	Staff

WELD 104A   **Introduction to GTAW**   **2 Credit Hours**
3 Billable Contact Hours
Prerequisite: WELD 100
Lab Fee: $150.00

Sect				
01	05:30PM-09:25PM	TuTh	T 165/ T 169	Hasselbach, S.
02	08:00AM-03:55PM	S	T 165/ T 169	Staff

Students are required to purchase a welding kit in the MCCC Bookstore.

WELD 104B   **Introduction to GMAW**   **2 Credit Hours**
3 Billable Contact Hours
Prerequisite: WELD 100
Lab Fee: $150.00

Sect				
01	05:30PM-09:25PM	TuTh	T 165/ T 169	Hasselbach, S.
02	08:00AM-03:55PM	S	T 165/ T 169	Staff

Students are required to purchase a welding kit in the MCCC Bookstore.

WELD 104C   **GTAW-Stainless Steel**   **2 Credit Hours**
3 Billable Contact Hours
Prerequisite: WELD 100
Lab Fee: $150.00

Sect				
01	05:30PM-09:25PM	TuTh	T 165/ T 169	Hasselbach, S.
02	08:00AM-03:55PM	S	T 165/ T 169	Staff

Students are required to purchase a welding kit in the MCCC Bookstore.

WELD 104D   **GTAW-Aluminum**   **2 Credit Hours**
3 Billable Contact Hours
Prerequisite: WELD 100
Lab Fee: $150.00

Sect				
01	05:30PM-09:25PM	TuTh	T 165/ T 169	Hasselbach, S.
02	08:00AM-03:55PM	S	T 165/ T 169	Staff

Students are required to purchase a welding kit in the MCCC Bookstore.

WELD 106   **Basic Pipe Welding**   **6 Credit Hours**
8 Billable Contact Hours
Prerequisite: WELD 100 and WELD 102
Lab Fee: $150.00

Sect				
01	05:30PM-09:25PM	TuTh	T 165/ T 169	Hasselbach, S.
02	08:00AM-03:55PM	S	T 165/ T 169	Staff

Students are required to purchase a welding kit in the MCCC Bookstore.

M = Monday   Tu = Tuesday   W = Wednesday   Th = Thursday   F = Friday   S = Saturday   Su = Sunday   Whit = Whitman Center   = Evening Classes

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WELD 106A   **Pre-Pipe Welding Skills**   **2 Credit Hours**
3 Billable Contact Hours
Prerequisite: WELD 100 and WELD 102
Lab Fee: $150.00

Sect					
01	05:30PM-09:25PM	TuTh	T 165/ T 169	Hasselbach, S.
02	08:00AM-03:55PM	S	T 165/ T 169	Staff

Students are required to purchase a welding kit in the MCCC Bookstore.

WELD 106B   **SMAW Pipe Welding - Uphill**   **2 Credit Hours**
3 Billable Contact Hours
Prerequisite: WELD 106A
Lab Fee: $150.00

Sect					
01	05:30PM-09:25PM	TuTh	T 165/ T 169	Hasselbach, S.
02	08:00AM-03:55PM	S	T 165/ T 169	Staff

Students are required to purchase a welding kit in the MCCC Bookstore.

WELD 106C   **SMAW Pipe Welding - Downhill**   **2 Credit Hours**
3 Billable Contact Hours
Prerequisite: WELD 106A
Lab Fee: $150.00

Sect					
01	05:30PM-09:25PM	TuTh	T 165/ T 169	Hasselbach, S.
02	08:00AM-03:55PM	S	T 165/ T 169	Staff

Students are required to purchase a welding kit in the MCCC Bookstore.

WELD 110   **Welding Symbols and**   **2 Credit Hours**
Blueprint Reading   **2 Billable Contact Hours**
Prerequisite: RDG 090 or qualifying scores on accepted placement tests
Lab Fee: $100.00

Sect					
01	02:00PM-03:55PM	M	T 163	Staff

WELD 114   **GMAW and GTAW**   **6 Credit Hours**
Applications   **8 Billable Contact Hours**
Prerequisite: WELD 100
Lab Fee: $150.00

Sect					
01	05:30PM-09:25PM	MW	T 165/ T 169	Hasselbach, S.
02	08:00AM-03:55PM	S	T 165/ T 169	Staff

Students are required to purchase a welding kit in the MCCC Bookstore.

WELD 115   **Entry Level Welding**   **12 Credit Hours**
16.67 Billable Contact Hours
Lab Fee: $165.00

Sect					
01	08:00AM-12:55PM	MWThF	T 165/ T 169	Staff
	07:30AM-12:25PM	Tu	T 165/ T 169	Staff

Co-listed with WELD 215-01. Class meets for ten weeks. Section 01 runs 9/25/19-12/5/19. Students are required to purchase a welding kit in the MCCC Bookstore.

| 61 | 05:00PM-09:55PM | MTuWThF | HR 01 | Staff |

Co-listed with WELD 215-61. Class meets for 10 weeks at the Welding Center of Expertise welding lab located at 1004 West Hurd Road in Monroe. Section 61 meets 9/25/19-12/5/19. Students are required to purchase a welding kit in the MCCC Bookstore.

WELD 215   **Advanced Level Welding**   **12 Credit Hours**
16.67 Billable Contact Hours
Prerequisite: WELD 115
Lab Fee: $165.00

Sect					
01	08:00AM-12:55PM	MWThF	T 165/ T 169	Staff
	07:30AM-12:25PM	Tu	T 165/ T 169	Staff

Co-listed with WELD 115-01. Section 01 runs 9/25/19-12/5/19. Students are required to purchase a welding kit in the MCCC Bookstore.

| 61 | 05:00PM-09:55PM | MTuWThF | HR 01 | Staff |

Co-listed with WELD 115-61. Class meets for 10 weeks at the Welding Center of Expertise welding lab located at 1004 West Hurd Road in Monroe. Section 61 meets 9/25/19-12/5/19. Students are required to purchase a welding kit in the MCCC Bookstore.

WORD PROCESSING

WPR 102   **Word Processing I**   **3 Credit Hours**
3 Billable Contact Hours
Prerequisite: RDG 090 and ENGL 090 or qualifying scores on accepted placement tests and ADMN 102 or 131 or equivalent keyboarding skills. If you are registering for an online or blended course for the first time at MCCC, you must also complete the Online Orientation (ONL-001) prior to the start of the semester. You will be automatically enrolled into the Online Orientation within 5 days of registering in your online course(s). Failure to complete the required Online Orientation may result in de-registration from your online courses. Please contact the eLearning and Instructional Support Office at 734.384.4328 or elearning@monroeccc.edu for more information.

Sect				
L1	Online Course	Course Fee: $75.00	Kuhl, K.

Students must have computer skills and reliable Internet capabilities. To get started in your online course, please go to http://www.monroeccc.edu/online-courses.htm to learn more about the specific course requirements and the PC/Mac compatibilities.

M = Monday Tu = Tuesday W = Wednesday Th = Thursday F = Friday S = Saturday Su = Sunday Whit = Whitman Center   = Evening Classes

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FALL 2019: WHITMAN CENTER SCHEDULE OF CLASSES

The Fall Semester begins Wednesday, August 28 and ends Monday, December 16.
(Classes with dates other than August 28 to December 16 are noted.)

ANTHROPOLOGY

ANTHR 152   **Introduction to Cultural**   **3 Credit Hours**
Anthropology   **3 Billable Contact Hours**
Prerequisite: RDG 090 and ENGL 090 or qualifying
scores on accepted placement tests.

Sect				
51	09:30AM-10:50AM	TuTh	WHIT 2	Mohney, K.
52	03:30PM-04:50PM	MW	WHIT 2	Mohney, K.

ART

ART 180   **Drawing I**   **3 Credit Hours**
6 Billable Contact Hours
Prerequisite: RDG 090 and ENGL 090 or qualifying
scores on accepted placement tests.

Sect				
51	05:30PM-08:20PM	MW	WHIT 10	O'Halloran, T.

ART 181   **Drawing II**   **3 Credit Hours**
3 Billable Contact Hours
Prerequisite: ART 180

Sect				
51	07:00PM-08:20PM	MW	WHIT 10	O'Halloran, T.

BIOLOGY

BIOL 156   **Introduction to Environmental**   **4 Credit Hours**
Science   **6 Billable Contact Hours**
Prerequisite: RDG 090 and ENGL 090 and MATH 090 or
qualifying scores on accepted placement
tests.
Lab Fee: $80.00

Sect				
51	01:30PM-02:50PM	TuTh	WHIT 10	Staff
Lab	03:00PM-05:50PM	Tu	WHIT 10	

COMPUTER INFORMATION SYSTEMS

CIS 130   **Introduction to Computer**   **3 Credit Hours**
Information Systems   **3 Billable Contact Hours**
Prerequisite: RDG 090 and ENGL 090 or qualifying
scores on accepted placement tests.
Lab Fee: $15.00

Sect				
51	09:30AM-10:50AM	MW	WHIT 5	Staff
52	11:00AM-12:20PM	TuTh	WHIT 5	Staff

EARTH SCIENCE

ESC 151   **Earth Science**   **4 Credit Hours**
5 Billable Contact Hours
Prerequisite: RDG 090 and ENGL 090 and MATH 090 or
qualifying scores on accepted placement
tests.
Lab Fee: $80.00

Sect				
51	11:00AM-12:20PM	MW	WHIT 8	Scarpelli, L.
Lab	12:30PM-02:22PM	M	WHIT 10	

ENGLISH

ENGL 151   **English Composition I**   **3 Credit Hours**
3 Billable Contact Hours
Prerequisite: ENGL 090 and RDG 090 or qualifying
scores on accepted placement tests.

Sect				
51	11:00AM-12:20PM	TuTh	WHIT 2	Ellis, S.
52	02:00PM-03:20PM	TuTh	WHIT 2	Locher, J.
53	05:30PM-06:50PM	MW	WHIT 2	Pitler, R.

ENGL 152   **English Composition II**   **3 Credit Hours**
3 Billable Contact Hours
Prerequisite: ENGL 151

Sect				
51	11:00AM-12:20PM	MW	WHIT 2	Pitler, R.

HUMANITIES

HUMAN 151   **Introduction to Humanities**   **3 Credit Hours**
3 Billable Contact Hours
Prerequisite: ENGL 090 and RDG 090 or qualifying
scores on accepted placement tests
Course Fee: $30.00

Sect				
51	03:30PM-04:50PM	TuTh	WHIT 2	Gospodarek, A.

M = Monday   Tu = Tuesday   W = Wednesday   Th = Thursday   F = Friday   S = Saturday   Su = Sunday   Whit = Whitman Center   = Evening Classes

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MATHEMATICS

MATH 090   Basic Mathematics Skills   4 Credit Hours
4 Billable Contact Hours

STUDENTS ARE REQUIRED TO PROVIDE A COMPUTER.

Students are required to bring a laptop or a similar computer on the **first day of class and every class day** — Windows or Apple operating systems — Chromebooks are not compatible with the MyMathLab platform.

This is a pass/fail course that does not earn credits toward graduation. It is not an online course. It utilizes interactive computer software and personalized, on-demand assistance. Attendance and participation by the student are essential for success. Assignments and testing are administered via a Web-based learning system. Students are required to access the Internet both in class and outside of class.

(Note: MCCC offers students access to the Internet via open computer labs as well as a campus-wide wireless network.) Students should read FAQs before registering. http://www.monroeccc.edu/scimath/Math%20Redesign%20FAQ.pdf.
Prerequisite: MATH 000 This class does not count toward graduation.
Course Fee: $100.00

Sect				
51	10:00AM-11:52AM	TuTh	WHIT 8	Staff
52	06:00PM-07:52PM	TuTh	WHIT 8	Staff

MATH 092   Beginning Algebra   4 Credit Hours
4 Billable Contact Hours

STUDENTS ARE REQUIRED TO PROVIDE A COMPUTER.

Students are required to bring a laptop or a similar computer on the **first day of class and every class day** — Windows or Apple operating systems — Chromebooks are not compatible with the MyMathLab platform.

This is a pass/fail course that does not earn credits toward graduation. It is not an online course. It utilizes interactive computer software and personalized, on-demand assistance. Attendance and participation by the student are essential for success. Assignments and testing are administered via a Web-based learning system. Students are required to access the Internet both in class and outside of class.

(Note: MCCC offers students access to the Internet via open computer labs as well as a campus-wide wireless network.) Students should read FAQs before registering. http://www.monroeccc.edu/scimath/Math%20Redesign%20FAQ.pdf.
Prerequisite: RDG 090 and ENGL 090 and MATH 090 or qualifying scores on accepted placement tests
Course Fee: $100.00

Sect				
51	10:00AM-11:52AM	TuTh	WHIT 8	Staff
52	06:00PM-07:52PM	TuTh	WHIT 8	Staff

MATH 151   Intermediate Algebra   4 Credit Hours
4 Billable Contact Hours

STUDENTS ARE REQUIRED TO PROVIDE A COMPUTER.

Students are required to bring a laptop or a similar computer on the **first day of class and every class day** — Windows or Apple operating systems — Chromebooks are not compatible with the MyMathLab platform.

It is not an online course. It utilizes interactive computer software and personalized, on-demand assistance. Attendance and participation by the student are essential for success. Assignments and testing are administered via a Web-based learning system. Students are required to access the Internet both in class and outside of class.

(Note: MCCC offers students access to the Internet via open computer labs as well as a campus-wide wireless network.) Students should read FAQs before registering. http://www.monroeccc.edu/scimath/Math%20Redesign%20FAQ.pdf.
Prerequisite: RDG 090 and ENGL 090 and MATH 092 or qualifying scores on accepted placement tests.
Course Fee: $100.00

Sect				
51	10:00AM-11:52AM	TuTh	WHIT 6	Staff
52	06:00PM-07:52PM	MW	WHIT 6	Staff

MATH 157   College Algebra   3 Credit Hours
3 Billable Contact Hours

Prerequisite: A grade of C or better in MATH 151 or qualifying scores on accepted placement tests.

Sect				
51	05:30PM-06:50PM	MW	WHIT 5	Staff

MATH 162   Introduction to Statistics   3 Credit Hours
3 Billable Contact Hours

Prerequisite: RDG 090 and ENGL 090 and MATH 124 or MATH 126 or MATH 151 or MATH 157 or MATH 159 or MATH 164 or MATH 171 or above or qualifying scores on accepted placement tests.

Sect				
51	05:30PM-06:50PM	MW	WHIT 8	Staff

PSYCHOLOGY

PSYCH 151   General Psychology   3 Credit Hours
3 Billable Contact Hours

Prerequisite: ENGL 090, RDG 090, and MATH 092 or MATH 150 or higher or qualifying scores on accepted placement tests.

Sect				
51	11:00AM-12:20PM	TuTh	WHIT 9	Staff
52	05:30PM-06:50PM	TuTh	WHIT 6	Staff

SOCIAL WORK

SWK 106   Child Welfare   3 Credit Hours
3 Billable Contact Hours

Prerequisite: RDG 090 and ENGL 090 or qualifying scores on accepted placement tests.

Sect				
51	07:00PM-09:50PM	Tu	WHIT 2	Staff

SOCIOLOGY

SOC 151   Principles of Sociology   3 Credit Hours
3 Billable Contact Hours

Prerequisite: RDG 090 and ENGL 090 or qualifying scores on accepted placement tests.

Sect				
51	08:00AM-09:20AM	MW	WHIT 2	McIntyre, G.

M = Monday Tu = Tuesday W = Wednesday Th = Thursday F = Friday S = Saturday Su = Sunday   Whit = Whitman Center   = Evening Classes

FALL 2019: WEEKEND SCHEDULE OF CLASSES

The Fall Semester begins Wednesday, August 28 and ends Monday, December 16.
(Classes with dates other than August 28 to December 16 are noted.)

WELDING

WELD 101A   Introduction to GMAW   2 Credit Hours
3 Billable Contact Hours
Prerequisite: RDG 090 or qualifying scores on accepted placement tests
Lab Fee: $150.00

Sect
02   08:00AM-03:55PM   S   T 165/ T 169   Staff
Students are required to purchase a welding kit in the MCCC Bookstore.

WELD 101B   Basic SMAW   2 Credit Hours
3 Billable Contact Hours
Prerequisite: RDG 090 or qualifying scores on accepted placement tests
Lab Fee: $150.00

Sect
02   08:00AM-03:55PM   S   T 165/ T 169   Staff
Students are required to purchase a welding kit in the MCCC Bookstore.

WELD 102   Advanced SMAW   6 Credit Hours
8 Billable Contact Hours
Prerequisite: WELD 100
Lab Fee: $150.00

Sect
02   05:30PM-09:25PM   S   T 165/ T 169   Staff
Students are required to purchase a welding kit in the MCCC Bookstore.

WELD 102A   Multi-Pass Arc Welding   2 Credit Hours
3 Billable Contact Hours
Prerequisite: WELD 100
Lab Fee: $150.00

Sect
02   08:00AM-03:55PM   S   T 165/ T 169   Staff
Students are required to purchase a welding kit in the MCCC Bookstore.

WELD 102B   Code Welding Techniques   2 Credit Hours
3 Billable Contact Hours
Prerequisite: WELD 102A
Lab Fee: $150.00

Sect
02   08:00AM-03:55PM   S   T 165/ T 169   Staff
Students are required to purchase a welding kit in the MCCC Bookstore.

WELD 102C   Multi-Pass Pipe Fillet Welding   2 Credit Hours 3 Billable Contact Hours
Prerequisite: WELD 102A
Lab Fee: $150.00

Sect
02   08:00AM-03:55PM   S   T 165/ T 169   Staff
Students are required to purchase a welding kit in the MCCC Bookstore.

WELD 104A   Introduction to GTAW   2 Credit Hours
3 Billable Contact Hours
Prerequisite: WELD 100
Lab Fee: $150.00

Sect
02   08:00AM-03:55PM   S   T 165/ T 169   Staff
Students are required to purchase a welding kit in the MCCC Bookstore.

WELD 104B   Introduction to GMAW   2 Credit Hours
3 Billable Contact Hours
Prerequisite: WELD 100
Lab Fee: $150.00

Sect
02   08:00AM-03:55PM   S   T 165/ T 169   Staff
Students are required to purchase a welding kit in the MCCC Bookstore.

WELD 104C   GTAW-Stainless Steel   2 Credit Hours
3 Billable Contact Hours
Prerequisite: WELD 100
Lab Fee: $150.00

Sect
02   08:00AM-03:55PM   S   T 165/ T 169   Staff
Students are required to purchase a welding kit in the MCCC Bookstore.

WELD 104D   GTAW-Aluminum   2 Credit Hours
3 Billable Contact Hours
Prerequisite: WELD 100
Lab Fee: $150.00

Sect
02   08:00AM-03:55PM   S   T 165/ T 169   Staff
Students are required to purchase a welding kit in the MCCC Bookstore.

WELD 106   Basic Pipe Welding   6 Credit Hours
8 Billable Contact Hours
Prerequisite: WELD 100 and WELD 102
Lab Fee: $150.00

Sect
02   08:00AM-03:55PM   S   T 165/ T 169   Staff
Students are required to purchase a welding kit in the MCCC Bookstore.

WELD 106A   Pre-Pipe Welding Skills   2 Credit Hours
3 Billable Contact Hours
Prerequisite: WELD 100 and WELD 102
Lab Fee: $150.00

Sect
02   08:00AM-03:55PM   S   T 165/ T 169   Staff
Students are required to purchase a welding kit in the MCCC Bookstore.

WELD 106B   SMAW Pipe Welding--Uphill   2 Credit Hours
3 Billable Contact Hours
Prerequisite: WELD 106A
Lab Fee: $150.00

Sect
02   08:00AM-03:55PM   S   T 165/ T 169   Staff
Students are required to purchase a welding kit in the MCCC Bookstore.

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WELD 106C   **SMAW Pipe Welding--Downhill**   **2 Credit Hours**
                                                      3 Billable Contact Hours

Prerequisite: WELD 106A
Lab Fee: $150.00

Sect
02   08:00AM-03:55PM   S   T 165/ T 169   Staff
Students are required to purchase a welding kit in the MCCC Bookstore.

WELD 114   **GMAW and GTAW**   **6 Credit Hours**
               Applications   **8 Billable Contact Hours**

Prerequisite: WELD 100
Lab Fee: $150.00

Sect
02   08:00AM-03:55PM   S   T 165/ T 169   Staff
Students are required to purchase a welding kit in the MCCC Bookstore.

M = Monday Tu = Tuesday W = Wednesday Th = Thursday F = Friday S = Saturday Su = Sunday   Whit = Whitman Center   = Evening Classes

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FALL 2019: ONLINE COURSES

An online course delivers instruction in an entirely Web-based format. Some exams and assignments may be required at authorized locations as established by the instructor. Online classes may not be entered after the first day of the semester or term.

Following are the online courses offered for this semester. All classes have an additional $75.00 lab fee. Students should go to www.monroeccc.edu/online-courses.htm and carefully read and follow the instructions specific to each class. If required, be sure to contact the instructor before the deadline date.

ACCTG-151-L1	Accounting Principles	HLTSC-110-L2	Medical Terminology
ACCTG-152-L1	Accounting Principles	HLTSC-110-L3	Medical Terminology
ACCTG-201-L1	Microcomputer Accounting I	HLTSC-151-L1	Principles of Nutrition & Diet Therapy
ACCTG-220-L1	Payroll Accounting	HLTSC-151-L2	Principles of Nutrition & Diet Therapy
ACCTG-251-L1	Intermediate Accounting I	HLTSC-160-L1	Perspectives of Aging
ACCTG-255-L1	Introduction to Taxation	HPE-150-L1	Personal Health
BMGT-160-L1	Managing in the Digital Enterprise	HPE-153-L1	Mental Health
BMGT-201-L1	Principles of Management	IAS-103-L1	Information Security Principles
BMGT-201-L2	Principles of Management	MATH-126-L1	Mathematics for Business
BUSAD-151-L1	Introduction to Business	MATH-157-L1	College Algebra
BUSAD-151-L2	Introduction to Business	MATH-159-L1	Trigonometry and Analytical Geometry
BUSAD-170-L1	Small Business and Entrepreneurship	MATH-164-L1	Precalculus
CHEM-155-L1	Chemistry and Society	MCOM-201-L1	Principles of Marketing
CIS-109-L1	Spreadsheet Software	METC-100-L1	Introduction to Engineering & Technology
CIS-112-L1	Database Software	PHIL-152-L1	Introduction to Western Philosophy
CIS-130-L1	Introduction to CIS	PHIL-254-L1	Introduction to Medical Ethics
CIS-130-L2	Introduction to CIS	PHIL-254-L2	Introduction to Medical Ethics
CIS-130-L3	Introduction to CIS	POLSC-151-L1	Introduction to Political Science
CIS-140-L1	Help Desk Concepts	POLSC-151-L2	Introduction to Political Science
CIS-188-L1	InDesign Desktop Publishing	PSYCH-151-L1	General Psychology
CRJ-154-L1	Introduction to Criminal Justice	PSYCH-151-L2	General Psychology
CRJ-255-L1	Police Organization and Administration	PSYCH-151-L3	General Psychology
ECE-100-L1	Foundations of Early Childhood Education	PSYCH-254-L1	Life Span Psychology
ECON-251-L1	Principles of Macroeconomics	QSTC-115-L1	Statistical Process Control
ECON-252-L1	Principles of Microeconomics	QSTC-120-L1	Introduction to Quality Systems
ENGL-102-L1	Business Writing	SOC-151-L1	Principles of Sociology
ENGL-151-L1	English Composition I	SOC-151-L2	Principles of Sociology
ENGL-151-L2	English Composition I	SOC-251-L1	Modern Social Problems
ENGL-155-L1	Technical Writing	WPR-102-L1	Word Processing I
ENGL-253-L1	American Literature		
HIST-154-L1	History of the U S 1607-1877		
HLTSC-110-L1	Medical Terminology		

FALL 2019: BLENDED COURSES

A blended course blends face-to-face classroom instruction with a significant amount of Web-based instruction. The class schedule in these courses will require the students to come to the MCCC campus as established by the instructor.

Following are the blended courses offered for this semester. All classes have an additional $75.00 lab fee. Students should go to www.monroeccc.edu/online-courses.htm and carefully read and follow the instructions specific to each class. If required, be sure to contact the instructor before the deadline date.

BUSAD-151-B1	Introduction to Business
CHEM-160-B1	Fundamentals of Health-Science Chemistry
CIS-105-B1	Office Keyboarding Skills
CIS-178-B1	Design Concepts
CIS-230-B1	Windows Server
IAS-202-B1	Risk Vulnerability Analysis
NURS-210-B1	Nursing Leadership & Management
NURS-210-B2	Nursing Leadership & Management
PNUR-128-B1	Issues in Practical Nursing
QSTC-150-B1	Introduction to Metrology

STUDENT LEARNING EXPERIENCES

Face-to-Face: These courses require students to come to the MCCC campus on prescribed days and times. These courses may utilize a Web-based component as a supplement to the instructor's face-to-face classroom instruction.

Blended: These courses blend face-to-face classroom instruction with a significant amount of Web-based instruction. The class schedule in these courses will require the student to come to MCCC campus as established by the instructor.

Online: These courses deliver instruction in an entirely Web-based format. Some exams and assignments may be required at authorized locations as established by the instructor.

FALL 2019: ONLINE REQUIREMENTS
** Students who have never completed an online course at MCCC are required
to complete an online orientation course prior to the start of the semester.*

General Information

There are many benefits of online courses at MCCC:

- Less restrictive scheduling
- Convenience
- Intensive self-study
- Course materials are accessible 24 hours a day, seven days a week

Some students struggle in an online format. Other students excel. Students who excel in an online format:

- Are highly self-motivated
- Have strong computer skills
- Possess good time management skills
- Know how to study independently
- Possess good communication skills

Online classes at MCCC utilize Brightspace (Web-based course management system) communication tools, such as email, discussion boards and chats to interact with the instructor and other students. Online classes may not be entered after the first day of the semester or term.

Online classes at MCCC are not self-paced. Students must complete exams, assignments, etc. by specified due dates. Please see the college's website for more Brightspace information.

Hardware and Software

Browser Requirements:
- Google Chrome (latest version)
- Mozilla Firefox (latest version)
- Safari (latest version)
- Internet Explorer (latest version)
- Edge (latest version)

**Enable browser JavaScript and Cookies.

**Install Adobe Flash Player 10.1 or greater.

**Use Brightspace *System Check* to ensure your browser is compatible.

Additional Software (Highly Recommended):
- Microsoft Office 2016
- Adobe Reader (latest version)

Other System Requirements (Highly Recommended):
- High speed or broadband Internet connection.

Additional course-specific technology may be required; see online course information at:
http://www.monroeccc.edu/online-courses.htm

Myths About Online Courses

Myth 1: Online classes are easier. Online classes are not easier than a traditional class; they are just presented in a different format. For some people, online classes can be more difficult because of the extensive reading and time management skills necessary to be successful.

Myth 2: Online classes do not follow a regular schedule. In reality, online classes follow a very similar schedule as a traditional class. Assignments, tests and other projects and assessments have due dates.

Myth 3: Online students never have to come to campus. To the contrary, online students may have to come to campus for an orientation, testing, presentations, etc. Please refer to online course information for specific requirements.

Myth 4: I can "hide" and remain anonymous in an online course. Actually, online classes require regular online discussions and other interactions.

Myth 5: Malfunctioning computer, email, etc. are acceptable excuses for late work. Students have many options to continue working online should their main systems malfunction. Students are expected to use the email address assigned to them by MCCC and must find other means of keeping up with online coursework (e.g., using a computer in a campus lab or at a public library).

Myth 6: Students are taught how to use a computer in an online class. Students are expected to have basic computer skills prior to taking an online class. An online student should be comfortable using the Internet, word processing software and emailing with attachments.

Myth 7: Procrastination in an online class is okay. Because there are regular lessons and due dates, it is essential that online students are able to keep a regular schedule. Procrastination in an online course can negatively impact an online student's success.

It is essential that students use their MCCC student email account. This will be the primary means of email communication between you and your instructor. For more information about activating your MCCC student email account, visit the college's homepage at: www.monroeccc.edu.

WITHDRAWAL POLICY

Students may withdraw from a course via webPAL or in person up to and including the date listed in the Academic Calendar of this schedule. No withdrawal will be processed after that date. The withdrawal deadline is prorated for any course less (or more) than the full semester.

Academic Forgiveness Policy

Monroe County Community College recognizes that some students experience difficulty with academic performance due to life's circumstances, and oftentimes their subsequent academic record prohibits them from achieving educational and career goals. For example, life's circumstances may include – but are not limited to – personal, emotional and/or financial problems or devastating and unavoidable events that did not permit them to perform at a level representative of their abilities. In an effort to lessen the negative impact of past performance on the student's ability to earn a degree, certificate or successful transfer, the college offers to students the Academic Forgiveness Policy.

The primary purpose of this policy is to provide a "fresh start" to those students who performed poorly in the past but have since demonstrated an ability to succeed with college-level academic studies. This policy is not intended to permit students with chronically poor performance to stay in college, nor to raise false hopes for students who are not making progress. Through academic forgiveness, the student may petition to have his/her academic grade point average recalculated with failing "E" grades forgiven according to the eligibility criteria and stipulations specified below. As an alternative to academic forgiveness, students are encouraged to consider the course-repeat option, whenever possible, to improve the GPA. Because this forgiveness policy may be granted one time only, students should discuss its appropriateness with a college counselor in the Admissions and Guidance Office.

When the eligibility requirements have been fulfilled and approved, the student's cumulative GPA will be recalculated with the "E" grades removed from the calculation. Forgiven grades of "E" will remain on the student transcript with a special notation explaining this policy.

Eligibility Criteria

1. Forgiveness will be granted one time only for a student.
2. A maximum of 16 semester hours of "E" grades for courses numbered 100-level and above may be applied toward this policy.
3. If **fewer** than 36 months have elapsed since the end of the semester in which the last "E" grade to be forgiven was received, before the Academic Forgiveness Policy is applied, the student must have successfully completed (with a 2.00 GPA or higher) a minimum of 30 credit hours in courses numbered 100 or above.
4. If **more** than 36 months have elapsed since the end of the semester in which the last "E" grade to be forgiven was received, before the Academic Forgiveness Policy is applied, the student must have successfully completed (with a 2.00 GPA or higher) a minimum of 12 credit hours in courses numbered 100 or above.

Stipulations

1. The student may obtain an application for Academic Forgiveness from the college Registrar. The submitted application is reviewed by the Registrar for accuracy and is approved if all eligibility criteria and stipulations have been met.
2. The Financial Aid Office does not accept "forgiveness status" in the calculation of cumulative GPA for standards of progress.
3. Academic forgiveness, when granted, applies only to MCCC courses. There is no guarantee, expressed or implied, that academic forgiveness will be recognized by any other college or university.
4. Grades of "E" that have been documented for academic dishonesty are not eligible under this policy.
5. Limited access programs such as, but not limited to, nursing, respiratory therapy and culinary arts have program-specific academic standards, which address course failure/withdrawal for students enrolled in these programs.
6. A student can graduate with honors only if all grades are calculated, including forgiven "E" grades.

Rights and Responsibilities

Students have the rights and accept the responsibilities of participating in the educational process when they participate in any course, seminar or activity sponsored by MCCC. Each student is expected to respect the rights of others and to help create a positive environment where diversity of people and ideas are valued and tolerated. A collegiate community should be free from intimidation, discrimination, harassment and violence. Students are expected to know and obey federal, state and local ordinances, as well as college policies and procedures.

The Americans With Disabilities Act With Amendments (2008) affords students an equal opportunity to participate in educational courses/programs/services. If you have a permanent disability and require accommodations in order to meet the guidelines set forth in the MCCC Student Code of Conduct, please contact the Disability Services Office at 734.384.4167, located in the Learning Assistance Lab, C 218.

Policy Statement on Illegal Discrimination and Sexual Harassment

The Community College District of Monroe County, Michigan affirms its desire to create a work and study environment for all individuals that is fair and responsible. The college endeavors to support an environment that will support, nurture and reward career and educational goals on the basis of relevant factors such as ability and work performance.

The college believes that illegal discrimination and sexual harassment are inconsistent with a supportive environment, and as such, endorses all applicable state and federal legislation, which includes the Elliot-Larsen Civil Rights Act (Michigan) and the 1964 Civil Rights Act (Federal) involving prohibiting discrimination or harassment in employment and in the utilization of education facilities.

It is therefore the policy of the college that no employee or qualified person participating in a college-sponsored program, service or activity shall be discriminated against because of race, color, religion, national origin or ancestry, age, gender, marital status, disability, genetic information, sexual orientation, gender identity/expression, height, weight or veteran's status.

It is furthermore the policy of the college that any illegal acts of discrimination or sexual harassment of students or employees will be considered as unacceptable and impermissible conduct. Such acts will not be condoned or tolerated by the college.

The college will investigate any allegation of illegal discrimination or sexual harassment. If inappropriate behavior is found to have occurred, prompt remedial action will be taken. Any employee found to have engaged in prohibited discrimination or sexual harassment is subject to immediate discipline up to and including termination, and any student found to have engaged in prohibited discrimination or sexual harassment is subject to immediate discipline, up to and including expulsion.

No employee or student will be disciplined or retaliated against for making a good faith complaint or request for investigation pursuant to this policy.

The college's Equal Opportunity Officer and Title IX and Section 504/ADA Coordinator and Compliance Officer for discrimination and sexual harassment is the Director of Human Resources, Monroe County Community College, 1555 South Raisinville Road, Monroe, Michigan 48161, phone 734.384.4245.

For procedural information, please see the website at www.monroeccc.edu.

Academic Probation and Academic Dismissal Policy

A student who has completed **10** credit hours or more and received a grade of A - E at Monroe County Community College is automatically placed on probation at the end of the semester when his/her cumulative grade point average falls below 1.8.

A student who has been placed on probation will be removed from probation when he/she has achieved a cumulative grade point average of 1.8 or more.

Students on academic probation may not enroll for more than 12 semester hours. A student on probation who earns a semester grade point average of 2.5 or higher while taking 10 credit hours may carry 15 hours the next semester with the approval of his/her adviser.

During the semester in which the 20th semester hour is completed, a student on probation who fails to raise his/her cumulative grade point average to 1.8 or more will be subject to dismissal. Cases of dismissal may be appealed to the Academic Review Committee. A dismissed student who appeals to the Academic Review Committee and is readmitted must continue to meet with the Academic Review Committee prior to registration for any subsequent semester or until such time the cumulative grade point average improves to 1.8 or higher. A readmitted student who achieves a grade point average of 2.25 or higher, even though his/her cumulative grade point average is not 1.8, will be considered to have demonstrated significant improvement and will automatically be continued on probation for the next semester.

Exceptions to this policy may be made by the Vice President of Student and Information Services or his/her designee.

Student Code of Conduct and Due Process with Regard to Discipline other than Academic

Monroe County Community College is committed to maintaining a teaching and learning environment that fosters critical thinking, creativity, personal integrity and positive self-esteem. The intent of this document is to define a collegiate standard of behavior and to describe the actions to be taken if a person disregards this standard.

Code of Conduct

Students at MCCC are expected to show respect for order, law, the rights of others and the mission of the college, as well as to maintain standards of personal integrity.

Behavior that violates these standards includes, but is not limited to:

1. Obstruction or disruption of teaching, administration, or other normal college operations or activities.
2. Dating violence, domestic violence, stalking, and sexual assault.
3. Failure to comply with directions of college officials, security or other law enforcement officers while acting in the performance of their duties.
4. Direct or indirect threats to the health or safety of self or others.
5. Illegal use, possession or distribution of alcoholic beverages, narcotics, or controlled substances or public intoxication.
6. Theft or destruction on college property.
7. Unauthorized entry or use of college facilities.
8. Misuse of college or personal technology or violation of the Acceptable Use Policy.
9. Harassment or discrimination.
10. Possession of firearms, explosives, chemicals or other dangerous weapons.
11. Conduct which is disorderly, lewd or indecent.

Anti-Bullying Policy

It is the policy of the college that bullying behavior by or against any member of the college community, whether student, employee, faculty or guest, will not be tolerated. Violation of the anti-bullying policy can result in discipline up to and including expulsion for students, and up to and including termination for employees. For more information, see MCCC Policy and Procedures 1.72.

Guidelines For Classroom Discipline

If a student behaves in a disruptive or unsafe manner, the instructor in charge may dismiss the student responsible from the class. The instructor should review the student's behavior with the student prior to the next class meeting to determine cause for further action. The instructor may permit the student to return to class after satisfying himself or herself of the student's desire to refrain from the behavior that led to his/her suspension. The instructor may decide to disallow the student's continuation in the class. It is the duty of the instructor in charge, however, to inform the student that he/she may appeal the dismissal to the instructor's division dean. If the student is not readmitted to class, it is also the duty of the instructor to notify his/her division dean of the student's dismissal.

Should the student appeal his/her dismissal to the instructor's division dean, it will be the responsibility of the instructor and the division dean to come to an agreement as to whether the student should be allowed to return to the instructor's class. This agreement must be reached as soon as possible, but should not exceed 48 hours from the time the student is dismissed from class.

If the division dean, the instructor and the student cannot reach an agreement allowing a student to return to class, a committee will be established and called into session within an additional 48 hours to hear the facts from all parties involved. This committee will be formed as follows: Student Government shall appoint two students with no vested interest to the appeal committee; the chair of the academic review committee will appoint two non-vested faculty members to the committee, and the Vice President of Student and Information Services will appoint one administrator not directly related to the problem. This committee will make its recommendation to the Vice President of Instruction. The decision of the Vice President of Instruction is final and binding.

Academic Dishonesty Procedures

Statement on Academic Honesty

The college expects students to be honest in all academic work and maintain their own integrity as well as the academic integrity and reputation of their institution. Students who seek to better their records in dishonest ways demean themselves and show a lack of regard for others. Instead, students should take full advantage of the opportunities offered by the college to ensure that their time here is well spent, their experience is productive and their academic credentials are valuable. Students who do this will be better prepared for future endeavors and are more likely to meet with success in a world in which their performance will be the main criterion of recognition and advancement.

Acquisition of knowledge and the development of the skills necessary for success in one's chosen field are among the aims of education. Academic dishonesty is inconsistent with those aims and will not be tolerated. Academic dishonesty is an intentional act of fraud in which a student seeks to claim credit for the work or efforts of another without authorization or uses unauthorized materials or fabricated information in any academic exercise.

The college considers academic dishonesty to include forgery of academic documents, intentionally impeding or damaging the academic work of others or assisting other students in acts of dishonesty. It is the student's responsibility to know what constitutes academic dishonesty. If a student is unclear whether a particular act constitutes academic dishonesty, he or she should consult with the instructor of the class involved.

Any act of academic dishonesty will result in disciplinary action by the college. The maximum penalty under the provisions of this policy is permanent expulsion from the college. Disciplinary action will be determined according to the severity of the infraction as recommended by the faculty member and sanctioned by the college administration.

Graduation/Completion Information

Student Right to Know Act

The United States Department of Education requires all community colleges to provide current and prospective students with historical data regarding the number of students who complete a degree or a certificate. This data has been standardized so all colleges provide the information on a consistent basis. The reporting covers only students who indicated at the time of their college admission that they were seeking a degree or a certificate, and is compiled three years after their date of admission. The information was retrieved from college records and responses from a student questionnaire.

In addition to the above criteria, the following numbers cover only full-time (12 credit hours or more) students whose first semester at Monroe County Community College was Fall 2005. MCCC is proud to note that community colleges in general have an excellent reputation for meeting their students' goals, whether those goals are to receive a degree or certificate or prepare for a career or improve job skills. Because many of the programs offered at MCCC do not lead to a degree or certificate, we are especially pleased with our 33 percent graduation rate that compares favorably with other Michigan community colleges.

Social Security Number Privacy Policy

The State of Michigan Public Act 454 of 2004 establishes regulations to help ensure the privacy of student Social Security numbers. This includes the proper use, disclosure and disposal of student Social Security numbers.

The Community College District of Monroe County, Michigan will follow procedures to ensure that these requirements are met.

For procedural information, please see the website at www.monroeccc.edu.

Access to Campus Facilities

In addition to sponsoring and co-sponsoring a variety of events in which college facilities and grounds are open to the public, the college may allow non-profit community groups and profit organizations to use college facilities. (MCCC Policies and Procedures 6.18(a)).

Students may also receive permission to access college buildings during non-operating hours if authorization is granted via a Building Admittance Permit. (MCCC Policies and Procedures 6.23).

Children on Campus

Children are not permitted in the classroom.

MCCC students, staff and visitors are absolutely prohibited from bringing children into the classroom or leaving children of any age on college property.

MCCC assumes no responsibility for the safety of children left on college property. Compliance with this rule is essential. There are no exceptions to the absolute prohibition against leaving children on college property.

Smoking and Tobacco Use Policy

Smoking and the use of all tobacco products is prohibited at the college and is subject to all applicable laws, including Federal and State "clean air" acts.

This tobacco-free policy prohibits the use of all tobacco products and includes use of all devices intended to simulate smoking, including electronic cigarettes and other similar types of devices.

Statement of Student Financial Aid Rights and Responsibilities

1. Students have the right to be informed of and to apply for all financial aid programs for which they are eligible. The responsibility to apply by program deadlines and to acquaint themselves with the application procedure resides with the student.

2. Students have the right to know how financial need and award packages will be determined and to request a review of the financial aid package should circumstances change to negatively affect the family's ability to meet costs of attendance. Students also have the responsibility to notify the college should new resources become available to them that were not originally considered.

3. Students who borrow to attend the college have a right to full disclosure of the terms and provisions of loan programs, including typical repayment schedules and the responsibility to complete exit loan counseling before leaving the college. They must repay loans on a timely basis and keep the college informed of their current address.

4. Students have the right to be informed of financial aid policies and have the responsibility to be aware of all published financial aid policies and to comply with these policies.

5. Students have the responsibility to submit accurate information on all college documents relating to the financial aid application process.

6. Students must continue to make satisfactory academic progress in the program in which they are enrolled. Students must not owe any refunds on Pell Grants or other awards or be in default on repayment on any student loan.

The Tax Reform Act of 1986 amended the Internal Revenue Code section pertaining to the taxability of scholarship and fellowship grants. Effective January 1, 1987, only the amount of a scholarship or fellowship grant which is used for qualified tuition and related expenses (i.e. tuition, fees, books, supplies and equipment) is excluded from gross income. Any amount of a scholarship or fellowship grant which is used for non-course related expenses (such as room and board) is taxable and has to be included in the student's gross income.

Monroe County Community College is an equal opportunity institution and adheres to a policy that no qualified person shall be discriminated against because of race, color, religion, national origin or ancestry, age, gender, marital status, disability, genetic information, sexual orientation, gender identity/expression, height, weight or veteran's status in any program or activity for which it is responsible.

Drug and Alcohol Policy

Monroe County Community College is concerned about the health and welfare of its employees and students. The college recognizes alcohol/drug dependency as an illness and a major health problem. The college also supports the state and federal laws regarding substance abuse and strives to create a healthy and productive academic, working and social environment. The abuse of alcohol and drugs raises not only serious health issues for those involved, but also can lead to accidents, poor productivity, property damage and even personal injury.

In compliance with the federal Drug-Free Schools and Campuses Regulations, as well as the federal Drug-Free Workplace Act, MCCC has adopted a policy that requires employees and students to assist in maintaining a campus environment free from the effects of alcohol, drugs or other intoxicating substances.

Employees are prohibited from the following when reporting for work, while on the job or performing job related functions regardless of location, while attending any college-related activity, while on campus, or while in any vehicle used for college business.

Similarly, students are prohibited from the following when attending classes, when attending any college-sponsored activity or program, regardless of the location, while on campus or while in any vehicle used for college business.

- The unlawful use, possession, transportation, manufacture, sale or other distribution of an illegal or controlled substance or drug paraphernalia, or the misuse of or distribution to anyone other than the person to whom prescribed, of any prescription drug.

- The unauthorized use, possession, transportation, manufacture, sale or other distribution of alcohol.

- Being impaired by alcohol regardless of blood alcohol level, or having a blood alcohol level of legal limit, whether visibly impaired or not.

- Having a detectable amount of an illegal or controlled substance in the blood or urine (whether visibly impaired or not) or abuse of any controlled substance or prescription medication.

This policy includes the prohibition against use, manufacture, possession or distribution of marijuana, whether or not for medical use and whether or not the individual possesses a certificate of medical need, since such use, manufacture possession or distribution of marijuana continues to be a violation of federal law.

In addition, no alcoholic beverages will be permitted on campus or sold or provided by the District at any college-sponsored event off campus, unless approved in writing by the college's President or the President's designee.

This policy extends to off-campus activities including, but not limited to, class-related trips, field trips, athletic events, study or review sessions at a faculty member's home or other facility if faculty is present at the session. Presidential approval for the availability of alcohol under this policy will normally require the following.

- Sponsors of an event must implement precautionary measures to ensure that alcoholic beverages are not accessible or served to persons under the legal drinking age or to persons who appear intoxicated. This shall include, but not be limited to, checking identification and training serving people and bartenders in alcohol management techniques.

- Alcoholic beverages may be sold, furnished and consumed only within the area approved and designated for the event.

- Non-alcoholic beverages must be available and identified at the same place as alcoholic beverages and be featured equally and at least as prominently as the alcoholic beverages.

- No event shall include any form of "drinking contest" in its activities or promotion.

- Advertisements for any college event where alcoholic beverages are served shall not focus on the availability of alcoholic beverages.

- Compliance with the terms of any college insurance policy, if any is required.

- Any other requirements as the college, in its sole discretion, may impose.

- Any student with a conviction for any offense under any federal or state law involving the possession or sale of illegal drugs during a period of enrollment for which the student is receiving Title IV HEA program funds will result in the loss of eligibility for any Title IV, HEA grant, loan, or work study assistance.

For the purpose of this policy, the term "controlled substance" refers to drugs and chemical substances listed in Schedules I through V of the Federal Controlled Substances Act (21 USC 812) and related regulations, such as, but not limited to, marijuana, cocaine, crack cocaine, heroin, peyote, mescaline, LSD, etc. Substances prohibited under this policy are prohibited in any form, including but not limited to pills, inhalants and beverages. Any individual whose test for controlled substances or their metabolites is confirmed positive will be deemed to be in violation of this policy. A blood alcohol content (BAC) test will be deemed positive, and therefore the individual will be deemed to be in violation of this policy, if the BAC level is of legal limit or above.

Additional Requirements

A particular college-sponsored or related program or event, such as the Study Abroad Program, may have additional or different requirements or conditions which are applicable to employees or students involved with that particular program or event. Anyone involved with or participating in such programs or events is required to adhere to and comply with this policy as well any additional requirements of the particular program or event. However, to the extent that alcoholic beverages are consumed while participating in a Study Abroad Program, such use may be permitted if consistent with the Study Abroad Program policy and with the terms of the particular program in which a person is participating.

Violations by Employees

The college will impose disciplinary action up to and including the immediate termination of employment for violation of this drug and alcohol policy. Violations or suspected violations of this policy may also result in a referral to a law enforcement agency. Suspected violations by employees are to be reported to the Office of Human Resources as soon as possible.

Violations by Students

Students whom the college determines have violated this drug and alcohol policy will be placed on disciplinary status up to and including dismissal or suspension from the college. These students also may be subject to losing financial aid. Violations or suspected violations of this policy may also result in a referral to a law enforcement agency. Suspected violations by students are to be reported to the Office of the Vice President of Student and Information Services as soon as possible. (See MCCC Policy 3.10, Due Process with Regard to Discipline other than Academic.)

Notice of Drug-Related Convictions

Any employee, student or student assistant convicted under any drug or alcohol statute for a violation occurring while working for the college, while on campus, while in any vehicle used for college business, or under any other circumstances which constitute a violation of this policy must notify the college's Office of Human Resources immediately after such a conviction. A conviction includes any finding of guilt, any guilty plea or plea of no contest and/or imposition of a fine, jail sentence or other penalty. The college will determine if college policies have been violated and what, if any, disciplinary action will be administered.

Any student with a conviction for any offense under any federal or state law involving the possession or sale of illegal drugs during a period of enrollment for which the student is receiving Title IV Higher Education Act (HEA) program funds will result in the loss of eligibility for any Title IV, HEA grant, loan or work study assistance.

Resources

MCCC is interested in the continued good health and personal well-being of the employees and students and we recognize that employees and students suffering from alcohol or drug dependence can be treated. Employees and students may contact the Director of Human Resources at 734.384.4245 or designee for a referral service. Any such contact will be kept in strict confidence except insofar as may be required by law. Employees may also contact the college's Employee Assistance Program directly by calling 800.422.5338. In addition, employees may be entitled to apply for a leave of absence so that they may address a substance abuse problem prior to it impacting their ability to do their job. Students may also contact the Monroe County Mental Health Authority at 800.866.7340. We encourage any employee or student to seek professional care and counseling prior to any violation of this policy. Violations of this policy will not be tolerated. For more information and additional resources, please see the Drug and Alcohol Resource Guidelines brochure found in the Admissions and Guidance Office or on the college's website, www.monroeccc.edu.

Publication

A copy of this policy is available to the students and public on the college website or by request.

Biennial Review and Records

The college will biennially review this policy as required by federal law. The college will also retain records regarding the implementation of this policy for at least three years, as required by federal law.

Campus Security

Providing a safe and secure campus is a key element in assisting the college in accomplishing its mission. The college is committed to providing a safe campus, and in addition to institutional procedures, students and staff are encouraged to be personally responsible for their own security as well as others.

Campus Security is the direct responsibility of the Vice President of Student and Information Services, while the Chief of Security is responsible for day-to-day operations. The security staff is comprised of individuals with extensive law enforcement/security experience and knowledge, and possesses an excellent working relationship with local law enforcement agencies including the Monroe County Sheriff's Department and the Michigan State Police. Criminal acts are investigated by local area law enforcement authorities. There are currently no memorandums of understanding between the Campus Security and local law enforcement.

Campus Security provides a safe and secure campus environment for students, staff, faculty, and visitors. Both foot and vehicle security/safety patrols are conducted in order to minimize and deter the occurrence of crime, protect the peace, and serve the interests of the college.

Awareness and Prevention Programs

MCCC is committed to increasing the awareness and prevention of violence. MCCC continues the effort to provide students and employees with educational programing and strategies intended to prevent domestic violence, dating violence, sexual assault and stalking. The purpose of these programs is to help students, staff, and visitors feel empowered to act by giving them specific processes and resources to intervene in a safe, early, and effective manner.

New Employee Orientation – All new employees receive orientation on Title IX, Sexual Harassment, Sexual Assault, Domestic Violence, Dating Violence, and Stalking through the Office of Human Resources.

Annual Campus Safety and Crime Awareness Report

Description of Campus Security Policies

Providing a safe and secure campus is a key element in assisting the college in accomplishing its mission of offering instructional programs and student and community activities.

The college's Board of Trustees and administration is committed to providing a safe campus. In addition to various measures that have been taken by the Board and administration to create a safe campus, students and staff are encouraged to be responsible for their own security and the security of others.

Following are various policies and procedures that the college has adopted to prevent and deal with security issues on college premises.

Incident Reporting - Other than Emergencies

The college asks that all criminal actions, suspected criminal actions, accidents, or unusual incidents be reported immediately. If you are a student, this can be done through your instructor. If you are an employee, this can be done through your supervisor. Both students and employees may also report directly to either the Switchboard Receptionist - the Receptionist will contact Campus Security - or the office of the Vice President of Student and Information Services to complete an incident report. Monroe County Community College does not have a confidential reporting program and all victims are encouraged to report crimes and emergencies to Campus Security. Effective crime prevention begins with personal involvement and responsibility. By taking a few moments to think before acting, we can all make ourselves less likely to become a victim or a statistic.

Crime prevention is everyone's job. With some effort and forethought we can maintain a safe campus environment.

Crime Statistics
Monroe County Community College 2018 Annual Security Report (Data includes 2015, 2016, 2017)

For the period of January 1, 2017 and ending December 31, 2017, there have been no crimes reported to the college's Campus Security authorities or to the local law enforcement agencies that are required by the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act and the Higher Education Opportunity Act.

This Act requires institutions to disclose three general categories of crime statistics:

- **Criminal Offenses**—Criminal Homicide, including:
  a) Murder and Non-negligent Manslaughter, and
  b) Negligent Manslaughter; Sex Offenses including:
  a) Forcible, and b) Non-forcible; Robbery; Aggravated Assault; Burglary; Motor Vehicle Theft; and Arson.

- **Hate Crimes**—Any of the above-mentioned offenses, and any incidents of Larceny-Theft, Simple Assault, Intimidation, or Destruction/Damage/Vandalism of Property that were motivated by bias; and

The 2008 HEOA regulations expanded the list of hate crime statistics to be included in Clery Act statistical disclosures.

- **Arrests and Referrals for Disciplinary Action for Weapons:** Carrying, Possessing, Etc., Drug Abuse Violations and Liquor Law Violations.

In accordance with the federal Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics and the Campus SaVE Acts, Monroe County Community College commits to providing all current and prospective students and employees with access to annual campus security reports for both of our campus locations by October 1 of each year.

This federal law requires institutions to publish an annual report including crime statistics for the prior three years, policy statements regarding safety and security measures, campus crime prevention program descriptions and procedures to be followed in the investigation and prosecution of alleged sex offenses. The Clery Act also requires universities to keep an up-to-date crime log (http://www.monroeccc.edu/security/index.htm), to issue timely warnings in the event of a crime threatening the safety of students or employees and to keep accurate crime statistics.

MCCC publishes this information to inform members of the campus community and other interested parties of incidents of crime and to educate them in effective crime prevention and safety measures to assist them in making informed decisions relative to their safety. A notice is sent to all students and employees with a direct link to this report every Fall and Winter semester. These crime statistics reflect incidents that occurred on MCCC property, on public property adjacent to the college or at sites owned or leased by the college during the previous three years. Monroe County Community College does not provide residential dormitories or facilities for on campus student housing. The Vice President of Student and Information Services has primary responsibility for categorizing, disseminating and publishing crime statistics collected on-campus and includes statistics obtained from various local law enforcement entities.

CAMPUS SaVE ACT: POLICY CONCERNING SEXUAL ASSAULT, DOMESTIC VIOLENCE, DATING VIOLENCE AND STALKING
(Including Prevention, Statistics and Response)

MCCC is committed to providing a safe learning and working environment. In compliance with federal law, specifically the Jeanne Clery Act (Clery Act) and the Campus Sexual Violence Elimination Act (SaVE Act), MCCC has adopted policies and procedures to prevent and respond to incidents of sexual assault, domestic violence, dating violence and stalking. These guidelines apply to all members of the MCCC community (students, faculty and staff) as well as contractors and visitors. Every member of the MCCC community should be aware that such behavior is prohibited by law and college policy.

Monroe County Community College does not tolerate stalking, dating violence, domestic violence or sexual assault in any form, including acquaintance rape, attempts to obtain sexual favors through coercion, including but not limited to, threats to embarrass or intimidate the victim (even when this does not include threat of force). Individuals who the college determines more likely than not engaged in these types of behaviors are subject to penalties up to and including dismissal or separation from MCCC.

SEXUAL ASSAULT, DOMESTIC VIOLENCE, DATING VIOLENCE AND STALKING EMERGENCY REPORTING
Monroe County Community College encourages victims of sexual assault, domestic violence, dating violence and stalking to report the incident immediately in order to ensure that victims receive the services they need. Reports should be made immediately to Campus Security, and/or to the local or state police authorities. Promedica's Sexual Assault Patient Advocate 24-hour hotline at 734.625.7116 or Monroe County Family Counseling and Shelters 24-hour hotline at 734.242.7233 provide immediate advice and assistance to victims. A report should also be made as soon as possible to the Vice President of Student and Information Services if the assault occurred on campus.

For complete reporting instructions, please visit the MCCC Annual Campus Crime Report by visiting www.monroeccc.edu/security.

Your role in Preventing Domestic Violence, Dating Violence, Sexual Assault, or Stalking:
Please visit one or both of these valuable resources:

https://www.rainn.org/get-information/sexual-assault-prevention/bystanders-can-help

http://stepupprogram.org/topics/sexual-assault/

Sexual Offender Information
In an effort to provide the best service for the MCCC campus community, we have provided a link to the Michigan Public Sex Offender Registry (PSOR): http://www.communitynotification.com/cap_main.php?office=55242/. The link will take you to a disclaimer, which you must first agree to before viewing the site.

Ohio's ESCORN site (http://www.theoffenderlist.com/Ohio_Sex_Offender_List__Ohi.php) provides links to databases of sexual offenders for all 88 Ohio counties.

Campus Emergencies

MCCC has established procedures to immediately notify the campus community upon the confirmation of a significant emergency or dangerous situation involving an immediate threat to the health or safety of students, employees, or visitors occurring on campus. These procedures provide for rapid notice to local law enforcement and senior administration to evaluate and confirm an emergency or dangerous situation and if confirmed, for same persons to determine the appropriate content of the notification.

In cases of emergency, the College's Switchboard Operator (-0- from any campus phone) should be contacted immediately. The Switchboard Operator will directly contact Campus Security. If the switchboard is closed, assistance can be requested by dialing 911 from a pay phone. No money is needed. MCCC will, without delay, and taking into account the safety of the community, determine the content of emergency/dangerous situation notifications and initiate the notification system, unless issuing a notification will, in the professional judgment of responsible authorities, compromise efforts to assist a victim or to contain, respond to, or otherwise mitigate the emergency.

The warnings will be communicated with the college community regarding the procedure for an emergency response and/or evacuation. The warning may be issued in the following manner:

- Emergency Notification System
- Email to currently enrolled students at their MCCC student email account
- Email to all MCCC campus email users, including faculty, staff, and administrators
- Notices placed on entry/exit doors in all buildings
- Public address system
- Campus television network
- Local media
- MCCC main web page – http://www.monroeccc.edu/

Depending on the particular circumstances, especially in all situations that could pose an immediate threat to the community and individuals, MCCC will notify the Monroe County Sheriff Department and the Michigan State Police.

To view the MCCC Campus Emergency Response Plan: http://www.monroeccc.edu/security/Emergency_Response_Plan_2-13.pdf

Timely Warnings and Campus Emergencies

- Timely Notifications – http://www.monroeccc.edu/security/timely-warning.htm

A timely warning will be issued by the Vice President of Student and Information Services when a situation arises that constitutes an ongoing or continuing threat to the health or safety of students or employees occurring on MCCC owned or leased property. Depending on the nature and/or severity, the warning may be issued by the following methods:

- Emergency Notification System
- Email to currently enrolled students at their MCCC student email account
- Email to all MCCC campus email users, including faculty, staff, administrators
- Notices placed on entry/exit doors in all buildings
- Public address system
- Campus television network
- Local media
- MCCC main web page – http://www.monroeccc.edu/

A timely warning will include any information that would promote safety. Anyone with information that may justify a timely warning should contact the Vice President of Student and Information Services – 734.384.4224, contact the switchboard by dialing "0" from a campus phone or by dialing – 734.457.6007.

Every attempt will be made to distribute the alert within 48 hours of the filed report or incident.

MONROE COUNTY COMMUNITY COLLEGE
enriching lives

1555 South Raisinville Road
Monroe, MI 48161-9746

Monroe County Community College
is accredited by the
Higher Learning Commision.

www.hlcommission.org
(800) 621-7440

Check out the webPAL Waitlisting feature!

The WAITLIST process allows students to place their names on a waitlist for a full section.

If an opening occurs, an email is sent to the first student on the waitlist informing the student that he or she has a limited amount of time to register for the course (usually one day).

- Log on to webPAL.
- Verify your MCCC email address.
- From the main menu, choose "Students" and then click on "Manage My Waitlist" for detailed instructions.

www.monroeccc.edu

SIGN UP NOW FOR MCCC'S EMERGENCY NOTIFICATION SYSTEM

For notifications regarding closings, delays or emergency situations, go to
www.monroeccc.edu/notify