



2016-2017 CATALOG
ADDENDUM

ALLEGANY
COLLEGE
OF MARYLAND

CUMBERLAND, MD | EVERETT, PA | SOMERSET, PA

New, Revised & Deleted Course Descriptions

ALLIED HEALTH (AHLT)

Course revision:

126 Spanish for Health Occupations 3 credit hours

Offered as demand warrants.

Students will be introduced to the workplace concepts of cultural competence and current demographics of the Latino population in an effort to understand the complexity of their life and their beliefs, and how this affects the way conversation should be approached with the patient/client. Students will learn to facilitate communication with Latino patients/clients and their families. Students will practice phrases for a variety of situations that could occur in the clinical setting. Students will be presented with the tools needed to develop a good command for speaking and understanding Spanish phrases at the end of the course. No previous Spanish is required.

Prerequisite: Can be taken concurrently with Reading 90.

BIOLOGICAL SCIENCE (BIO)

Course revision:

101 General Biology 4 credit hours

Offered fall and spring semesters and summer session. Three hours lecture and three hours laboratory a week. Fee: \$60.00.

To present a study of the general characteristics and basic concepts of living organisms, which includes: the hierarchical organization of life, scientific method and experimental design, basic chemistry of life (inorganic and organic), cell types and structures, membrane structure and function, thermodynamics/energy flow, metabolic processes (photosynthesis & cellular respiration), the cell cycle, meiosis, and an introduction to genetics.

Prerequisite: Reading 93 and Mathematics 90.

Prerequisite or Corequisite: Mathematics 93.

FORESTRY (FOR)

Course revisions:

112 Forestry Software Applications 2 credit hours

Offered spring semester. One hour lecture and three hours laboratory a week. Fee: \$110.00.

One of the most useful technologies in the field of forestry today is the Geographic Information System (GIS). In this course, students will learn how to use ArcGIS software for forestry. The course will include practical applications of GIS for natural resources such as property mapping, geoprocessing, spatial analysis, and more. Upon completion of the course, students will be prepared to analyze spatial data and create visually appealing map documents for use in natural resource management. The course will begin with a brief overview of the use of Microsoft Office Suite and its applications in forestry and GIS.

Prerequisite or Corequisite: Mathematics 102 or 119 or consent of instructor.

221 Forest Products 3 credit hours

Offered fall semester. Two hours lecture and three hours laboratory a week. Fee: \$110.00.

Wood properties and products will be examined extensively, including wood identification and mechanical and physical properties of wood. Products that are made from wood will be studied from the standing tree, through the various manufacturing processes, to the finished product. Various wood utilization facilities will be visited.

Prerequisite: Forestry 101 or consent of instructor.

222 Advanced Forest Measurements 2 credit hours

Offered fall semester. One hour lecture and three hours laboratory a week. Fee: \$110.00.

This course is an extension of the basic Forest Measurements course. It includes statistical determination of cruising accuracy and the use of aerial photos for forestry purposes. The aerial photos portion will include stereoscopic viewing, identification of natural and man-made features, type mapping, area determination, boundary location, estimates of timber volume, and the use of aerial photos for planning purposes. Collection and analysis of data from a forest will take place in this course and will be used as a component of the management plan preparation for Forest Management. (FOR 226). A complete statistical analysis will be completed using these data.

Prerequisite: Forestry 112, 120, and 122.

New, Revised & Deleted Course Descriptions

FORESTRY (FOR)

continued

223 Wildlife Management 2 credit hours

Offered fall semester. One hour lecture and three hours laboratory a week. Fee: \$110.00.

Students will learn about the principles of managing the forest to support wildlife populations. Ecological concepts related to wildlife will be discussed as well as different forest management techniques and their impact on wildlife, current issues in wildlife management, and management of public lands for wildlife. This course includes a unit on fisheries management that analyzes freshwater habitat improvement. Additionally, students will be expected to identify common birds of the eastern United States.

Prerequisite: Forestry 112.

226 Forest Management 3 credit hours

Offered spring semester. Two hours lecture and three hours laboratory a week. Fee: \$110.00.

This capstone course covers principles of forest management, including inventory, sustained yield, cost of forest management, silvicultural systems, regulation of cut, forest economics, tax strategies and challenges of multiple-use forestry. Students will complete a forest management plan using data collected and analyzed in the Advanced Forest Measurements course. Field trips will consist of observation and study of forest management throughout the region.

Prerequisite: Forestry 112, 120, 122, 222, 223, and 229.

227 Forest Fire Control 2 credit hours

Offered spring semester. One hour lecture and three hours laboratory a week. Fee: \$110.00.

Students will complete the online training necessary to obtain their Red-Card certification for Maryland Type II Wildland Firefighting. This training covers the incident command system, fire suppression, firefighter safety, fire weather, and other topics related to forest fire control. Students will study catastrophic fires in order to understand forest fire control techniques and the evolution of firefighter safety. The course will also examine forest fire history in the United States, fire ecology and the role of fire in forests, prescribed fire, and managing the wildland urban interface.

Prerequisite: Forestry 101 or consent of instructor.

250 Harvesting and Primary Manufacturing 3 credit hours

Offered summer session. Five eight-hour days for four weeks. Fee: \$120.00.

Students will participate in a timber harvesting operation including planning the harvest, methods of harvesting, operation of logging equipment, business methods, and marketing of wood products. Students will gain experience in various primary wood manufacturing methods.

Prerequisite: Forestry 112, 120, and 122 or consent of instructor.

251 Forest Measurement and Surveying Field Practices

4 credit hours

Offered summer session. Five nine-hour days a week for three weeks. Fee: \$120.00.

This course covers field techniques in surveying and mapping large land ownerships. Emphasis is placed on determining property ownership through deed research, conversation with the land owner and abutters, and the use of various technologies including GPS receivers and GIS maps. Students will apply various field inventory methods, tools and data analysis techniques to compare forest stands.

Prerequisite: Forestry 112, 120, and 122.

HUMAN SERVICE ASSOCIATE (HSRV)

New course:

297 Addictions Internship for Licensure 1-6 credit hours

Offered fall, spring, or summer semester as demand warrants.

This course provides an agency internship in addictions counseling and service delivery for individuals who are preparing for the Maryland State Addictions Board Licensing examination. Students will be assigned to one addictions program/agency for the entire semester. Participation in fieldwork will be supervised by the instructor of the course and the cooperating agency, institution, or school. May be repeated for up to six credits.

Prerequisite: Enrollment in or completion of an approved Maryland Addictions Licensing Board Associates or Bachelor's Degree program and written approval of an addictions services employer who is willing to provide a field placement and supervision for the student.

LANGUAGES (LANG)

Course revision:

126 Spanish for Health Occupations 3 credit hours

Offered as demand warrants.

Students will be introduced to the workplace concepts of cultural competence and current demographics of the Latino population in an effort to understand the complexity of their life and their beliefs, and how this affects the way conversation should be approached with the patient/client. Students will learn to facilitate communication with Latino patients/clients and their families. Students will practice phrases for a variety of situations that could occur in the clinical setting. Students will be presented with the tools needed to develop a good command for speaking and understanding Spanish phrases at the end of the course. No previous Spanish is required.

Prerequisite: Can be taken concurrently with Reading 90.

New, Revised & Deleted Course Descriptions

MULTIMEDIA TECHNOLOGY (MMTC)

Course revision:

210 Practicum 3 credit hours

Offered spring semester. One hour per week lecture and a total 90 hours of practical field placement per semester. Fee: \$70.00.

This course is an organized work-study/internship experience in which individuals are placed in situations in the community to be responsible for the operation and/or production of media services. Local businesses and institutions, in addition to ACM, will be utilized for this course. Students will gain practical field experience in this course. Students will practice resume and cover letter writing, application submissions, and interview skills.

Prerequisite: Student must have the consent of the instructor or meet the following criteria: Student must be enrolled in the Multimedia Technology program, have successfully completed no fewer than 18 Multimedia Technology credits, and have a 2.75 overall GPA.

PHYSICS (PHYS)

Course revisions:

101 Introductory Physics I 4 credit hours

Offered fall semester. Three hours lecture and three hours laboratory a week. Fee: \$75.00.

This course is the first of a two semester sequence that is a non-calculus introduction to physics. The topics covered include the fundamentals of kinematics and dynamics, work and energy, momentum, equilibrium, fluids, vibrations and sound, heat, and thermodynamics. This course is recommended for liberal arts, pre-professional, and general studies students.

Prerequisite: Reading 93 and Mathematics 119.

102 Introductory Physics II 4 credit hours

Offered spring semester using alternative instructional delivery methods. Three hours lecture and three hours laboratory a week. Fee: \$75.00.

This course is a continuation of Physics 101. The topics covered include electricity and magnetism, electromagnetic waves and optics, topics from modern physics, and nuclear physics. This course is recommended for liberal arts, pre-professional and general studies students.

Prerequisite: Physics 101.

SPA MANAGEMENT (SPA)

Course deletions:

121 Introduction to the Spa Industry 2 credit hours

122 Spa Policies and Procedures 3 credit hours

212 Spa Management 3 credit hours

214 Spa Technique 3 credit hours

STUDENT DEVELOPMENT (SDEV)

Course revision:

106 Connections: On Course for Success 3 credit hours

Offered fall and spring semesters. Offered summer session as demand warrants. Three hours lecture and discussion a week.

To do well in college or on the job, individuals must understand their own strengths, interests, and priorities and be able to adjust to specific academic or occupational demands. This course is designed to equip students with the skills, strategies, and coping mechanisms necessary to take control of their academic lives, to help students develop a better understanding of themselves, and to guide them through the career development process. Topics will include familiarization with campus services, the social conventions of an academic setting, study strategies and learning aids, test anxiety reduction techniques, goal setting, decision making, and career exploration. Open to all students as an elective.

Revised & Deleted Programs of Study

Program revision:

**ADDICTION TREATMENT
LETTER OF RECOGNITION
PREPARATION FOR EMPLOYMENT**

The Letter of Recognition in Addictions Services (LOR) provides students with knowledge that is essential for the field of addictions. When combined with other requirements of the Maryland State Addictions Licensing Board, these courses will also meet the required addictions specific courses for the Maryland Addictions Counselor Certification.

The Letter of Recognition in Addiction Services is intended primarily for students enrolled in Allegany College of Maryland's Human Service Associate degree program or another Maryland State-approved addictions preparation degree. Students interested in a career in addictions counseling should refer to the Human Service Associate Degree program for a description of this curriculum or consult with the Advising Center for other options. However, while the LOR courses are open to anyone who would like to enhance their resume or career portfolio or to individuals with an interest in addictions, the LOR courses alone will not enable an individual to sit for the associate level Maryland State Addictions Counselor Certification Exam.

Nine credits (three courses) are required to complete the LOR and all courses must be passed with a grade of "C" or better.

All courses are offered as demand warrants.

Credit Hours

Allied Health 127 (Ethical and Legal Issues in Health Care).....	3
Psychology 286 (Drugs and Human Behavior)	3
Psychology 287 (Addictions Treatment Delivery).....	3

Total Credit Hours: 9

NOTE: All courses specifically identified by course number are graduation requirements for this program.

Revised & Deleted Programs of Study

Program revision & deletion of option:

HOSPITALITY MANAGEMENT TWO-YEAR CAREER PROGRAM PREPARATION FOR EMPLOYMENT

The Hospitality Management curriculum prepares individuals to seek employment in a variety of hospitality and recreation businesses. Successful completion of the degree program will qualify a person to be employed in hotels, restaurants, resorts, and other businesses that provide lodging, recreation, and/or food service.

Students choosing the Hotel and Restaurant Management Option will take courses that are intended to provide them with the skill set to enable them to function as first-line managers. In a partnership with the Culinary Arts program, students will have the opportunity to operate and manage a college-owned restaurant in the Gateway Center building in downtown Cumberland. Program specific courses include a practicum component that will provide valuable hands-on experience in all aspects of restaurant management. In addition, students will complete one of their internships at an area lodging facility to round-out their training. Costs beyond tuition, fees, and books are approximately \$100 for uniforms.

Students choosing the Professional Golf Management Option will take courses above and beyond their Professional Golf Management Certificate coursework to provide them with a greater knowledge base about resort and recreation operations. Areas of course study include pro shop management, coaching, and player development. Costs beyond tuition, fees, and books are approximately \$100 for uniforms.

The Hospitality Management Curriculum at Allegany College of Maryland has been designated as a Statewide Program by the Maryland Higher Education Commission. Maryland residents from counties other than Allegany County who register in this eligible program will be charged the out-of-county tuition rate. However, these students may be eligible to receive reimbursement for a portion of the cost difference between the in-county and out-of-county tuition rates. Funding availability for this program is based on funding from the State of Maryland and is thus subject to change each semester. Some restrictions apply. More information can be obtained by contacting the Admissions Office.

Hospitality Management students must maintain the scholastic standards of the college and must achieve a grade of "C" or better in each Hospitality Management, Culinary Arts, and/or Professional Golf Management, course. Students are expected to be well-groomed in compliance with standards of the industry. This is a career program and is designed to enable students to seek employment at the program's completion. Students planning to transfer should consult with their advisor or the Student Success Center regarding specific program and course transfer issues.

Successful completion of this program qualifies a student to apply for an Associate of Applied Science degree in Hospitality Management (Hotel and Restaurant Management Option), or Hospitality Management (Professional Golf Management Option).

Hotel and Restaurant Management Option

FIRST SEMESTER

Credit Hours

English 101 (Freshman English I)	3
Hospitality Management 101 (Introduction to Hospitality)	3
Hospitality Management 110 (Food Service Sanitation)	1
Mathematics Elective	3
Speech 101 (Speech Communication I)	3

Total: 13

SECOND SEMESTER

Biological Science 114 (Fundamentals of Nutrition)	3
Culinary Arts 216 (Dining Room Management)	3
Hospitality Management 160 (Quantity Food Production)	3
Social and Behavioral Science Elective	3

Total: 12

SUMMER SESSION

(following second semester)

Hospitality Management 210 (Internship I)	5
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Total: 5

THIRD SEMESTER

Business Administration 110 (Business Professionalism and Ethics)	2
Hospitality Management 204 (Menu Planning and Food Merchandising)	3
Hospitality Management 209 (Front Office Management)	3
Hospitality Management 211 (Hospitality Supervision)	3
Humanities or Social and Behavioral Science Elective	3

Total: 14

FOURTH SEMESTER

Culinary Arts 217 (Beverage Management)	2
Hospitality Management 203 (Hospitality Purchasing, Inventory, and Cost Control)	3
Hospitality Management 205 (Food and Beverage Cost Control)	3
Hospitality Management 218 (Hospitality Marketing)	3
Hospitality Management 220 (Internship II)	5

Total: 16

Total Credit Hours: 60

NOTE: All courses specifically identified by course number are graduation requirements for this program.

(program continued on next page)

Revised & Deleted Programs of Study

Hospitality Management (continued)

Professional Golf Management Option

FIRST SEMESTER	Credit Hours
English 101 (Freshman English I)	3
Hospitality Management 101 (Introduction to Hospitality)	3
Professional Golf Management 104 (Golf Mechanics and Teaching I)	3
Professional Golf Management 109 (Golf Operations I)	3
Total:	12

SECOND SEMESTER	Credit Hours
Mathematics Elective	3
Professional Golf Management 110 (Golf Operations II)	3
Professional Golf Management 114 (Competition Management)	3
Speech 101 (Speech Communication I)	3
Total:	12

SUMMER SESSION	Credit Hours
<i>(following second semester)</i>	
Hospitality Management 210 (Internship I)	5
Total:	5

THIRD SEMESTER	Credit Hours
Hospitality Management 211 (Hospitality Supervision)	3
Professional Golf Management 201 (Golf Mechanics and Teaching II)	3
Professional Golf Management 203 (Golf Operations III)	3
Social and Behavioral Science Elective	3
Total:	12

FOURTH SEMESTER	Credit Hours
Biological Science Elective	3
Business Administration 110 (Business Professionalism and Ethics)	2
Hospitality Management 218 (Hospitality Marketing)	3
Professional Golf Management 204 (Golf Club Fitting)	3
Social and Behavioral Science Elective	3
Total:	14

SUMMER SESSION	Credit Hours
<i>(following fourth semester)</i>	
Hospitality Management 220 (Internship II)	5
Total:	5
Total Credit Hours:	60

NOTE: All courses specifically identified by course number are graduation requirements for this program.

Spa Management Option PROGRAM OPTION DELETION

FIRST SEMESTER	Credit Hours
English 101 (Freshman English I)	3
Hospitality Management 101 (Introduction to Hospitality)	3
Integrative Health 109 (Becoming A Healing Presence)	2
Massage Therapy 101 (Introduction to Massage Therapy)	2
Spa Management 121 (Introduction to the Spa Industry)	2
Total:	12

SECOND SEMESTER	Credit Hours
Business Administration 110 (Business Professionalism and Ethics)	2
Hospitality Management 203 (Hospitality Purchasing, Inventory, and Cost Control)	3
Mathematics Elective	3
Social and Behavioral Science Elective	3
Spa Management 122 (Spa Policies and Procedures)	3
Total:	14

SUMMER SESSION	Credit Hours
<i>(following second semester)</i>	
Hospitality Management 210 (Internship I)	5
Total:	5

THIRD SEMESTER	Credit Hours
Hospitality Management 209 (Front Office Management)	3
Hospitality Management 211 (Hospitality Supervision)	3
Social and Behavioral Science Elective	3
Spa Management 212 (Spa Management)	3
Speech 101 (Speech Communication I)	3
Total:	15

FOURTH SEMESTER	Credit Hours
Biological Science Elective	3
Hospitality Management 218 (Hospitality Marketing)	3
Hospitality Management 220 (Internship II)	5
Spa Management 214 (Spa Techniques)	3
Total:	14
Total Credit Hours:	60

NOTE: All courses specifically identified by course number are graduation requirements for this program.

Revised & Deleted Programs of Study

Program deletion:

**SPA MANAGEMENT
LETTER OF RECOGNITION
PREPARATION FOR EMPLOYMENT**

The Spa Management Letter of Recognition offers students the opportunity to develop specialized knowledge and skills in Spa Management. It is intended primarily for Massage Therapy students who are interested in enhancing their employment options. Through this Letter of Recognition students will be equipped with the knowledge of the workings of a spa and will learn about specific spa techniques.

This Letter of Recognition contains 11 credits. All credits earned in the Letter of Recognition apply toward a two-year Associate of Applied Science degree in Hospitality Management – Spa Management option.

Credit Hours

Spa Management 121 (Introduction to the Spa Industry).....	2
Spa Management 122 (Spa Policies and Procedures)	3
Spa Management 212 (Spa Management)	3
Spa Management 214 (Spa Techniques)	3

Total Credit Hours: 11

NOTE: All courses specifically identified by course number are graduation requirements for this program.