

**TRANSFER CREDIT  
ARTICULATION AGREEMENT  
between  
HOFSTRA UNIVERSITY  
LAWRENCE HERBERT SCHOOL OF COMMUNICATION  
And  
LAGUARDIA COMMUNITY COLLEGE**



**HOFSTRA UNIVERSITY**



**LAGUARDIA COMMUNITY COLLEGE**

**Transfer Credit Articulation Agreement**  
*between*  
**Hofstra University**  
**Lawrence Herbert School of Communication**  
*and*  
**LaGuardia Community College**

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**Transfer Credit Articulation Agreement**  
*between*  
**Hofstra University**  
**Lawrence Herbert School of Communication**  
*and*  
**LaGuardia Community College**

This document represents the Transfer Credit Articulation Agreement between Hofstra University and LaGuardia Community College (hereafter, LAGCC). This agreement is applicable only to those LAGCC students transferring into the Lawrence Herbert School of Communication (hereafter, the Herbert School).

The information included was effective as of September 1, 2013. This agreement renews automatically on August 31<sup>st</sup> each year, and will be reviewed by both institutions every other year and updated or terminated as determined by either party on six months' notice.

The attached documents are the result of dialogue between LAGCC and Hofstra University Deans and Department Chairs. Each LAGCC communication course outline has been reviewed by both parties for content and transferability.

Excerpts from the 2013-2014 Hofstra University General Bulletin are included describing the Herbert School degree requirements for Bachelor of Arts (BA) and Bachelor of Science (BS) students, transfer credit and advanced standing policy.

1. Hofstra University will accept up to 64 semester hours (s.h.) of transfer credits from LAGCC. Any given course must have a grade of C- or better and the overall GPA must meet current Hofstra Bulletin requirements.
2. The attached articulation agreement serves as a guideline for the minimum number of transfer credits from LAGCC to Hofstra University. LAGCC students wishing to pursue the BA in Rhetorical Studies will be given the opportunity to complete the requirements for the BA degree from the Herbert School within four additional semesters of full-time study (12-17 semester hours).
3. To receive a BA/BS degree from the Herbert School, students are required to complete a minimum of 124 semester hours. For details, see specific requirements for the BA/BS degrees on pages 4-7.
4. There are two requirements that must ordinarily be completed in residence at Hofstra: 15 semester hours in the major field of concentration, and the last 30 semester hours. Students majoring in the Department of Rhetoric must complete a minimum of 15 semester hours in the major in residence. Students majoring in the Department of Radio, Television, Film must

complete a minimum of 24 semester hours in the major in residence. Students majoring in the Department of Journalism, Media Studies, and Public Relations must complete a minimum of 33 semester hours in the major in residence. The semester hours in residence for the major need not be included within the last 30 hours.

**To better serve the needs of LAGCC students considering transfer to Hofstra, to facilitate the transfer process and to ensure that students are provided the information they need, it is agreed:**

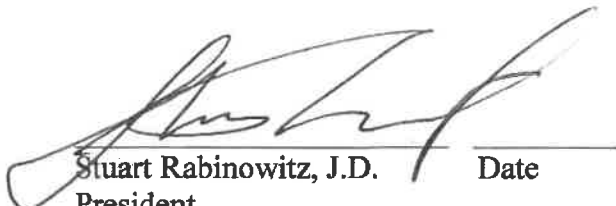
**Hofstra University will:**

- A. designate an academic advisor in the Center for University Advisement for LAGCC students transferring to Hofstra. Additionally, an academic advisor in the Herbert School will be designated to work with LAGCC students.
- B. conduct an orientation and registration program specifically for LAGCC students transferring to Hofstra.
- C. have faculty continue to work with LAGCC faculty in reviewing additional courses for transferability.
- D. grant LAGCC transfers who apply for housing by May 1st the same priority for housing assignments as all other new incoming students.
- E. designate a financial aid counselor for LAGCC students transferring to Hofstra.

**LaGuardia Community College will:**


- A. publicize this agreement to students, faculty and professional staff in campus publications and on the LAGCC Web site.
- B. have advisors inform interested students of this opportunity.
- C. provide a list of graduates or students about to graduate upon request.
- D. assure that brochures and other printed materials are distributed to the Transfer Office, Advisement Center and academic departments.
- E. include Hofstra in any transfer day event or equivalent at LAGCC.

**For Hofstra University:**

  
\_\_\_\_\_  
Stuart Rabinowitz, J.D.      Date  
President  
Hofstra University

**For LaGuardia Community College:**

\_\_\_\_\_  
Paul Arcario, Ph.D.      Date  
Provost and Senior Vice President  
For Academic Affairs  
LaGuardia Community College

      7/28/14  
\_\_\_\_\_  
Herman A. Berliner, Ph.D.      Date  
Provost and Senior Vice President  
For Academic Affairs

\_\_\_\_\_  
Louis A. Lucca, Ph.D.      Date  
Director of Communication  
Studies

## **The Lawrence Herbert School of Communication Programs**

Office: 318 Lawrence Herbert School of Communication

Telephone: 516-463-5215

Evan W. Cornog, *Dean*

Cliff Jernigan, *Vice Dean*

Marc Oppenheim, *Associate Dean for Student Affairs*

Adria Marlowe, *Assistant Dean*

### **Degrees Offered**

The Lawrence Herbert School of Communication offers undergraduate programs leading to the degrees of Bachelor of Arts, Bachelor of Science and a dual degree Bachelor of Arts/Master of Arts in journalism

### **Bachelor of Arts**

Candidates for graduation from The Lawrence Herbert School of Communication with the degree of Bachelor of Arts must fulfill the following requirements:

1. *Semester Hour Requirement*  
The successful completion of at least 124 semester hours and a cumulative grade-point average of 2.0 in work completed at Hofstra. Candidates for the degree of Bachelor of Arts in Journalism, Mass Media Studies, Public Relations, or Rhetorical Studies must have a GPA of 2.5 or higher.
2. *Liberal Arts Requirement*  
At least 94 semester hours (93 hours for the B.A. specialization in Elementary Education and a liberal arts major) of the total must be in liberal arts. Beyond this minimum, the student may elect either non-liberal arts courses or additional liberal arts courses.
3. There are two requirements that must ordinarily be completed in residence at Hofstra: 15 semester hours in the major field of concentration, and the last 30 semester hours. Students majoring in the Department of Rhetoric must complete a minimum of 15 semester hours in the major in residence. Students majoring in the Department of Radio, Television, Film must complete a minimum of 24 semester hours in the major in residence. Students majoring in the Department of Journalism, Media Studies, and Public Relations must complete a minimum of 33 semester hours in the major in residence. The semester hours in residence for the major need not be included within the last 30 hours.
4. The fulfillment of the following seven general requirements for the B.A.: NOTE: requirements listed below include options whereby a student may apply courses in one discipline toward several different requirements. No student may use any one course to fulfill more than one general requirement. A single course, however, may be used to satisfy both a general degree requirement and a requirement that is specific to a chosen major or minor.
  - A. Nine semester hours of distribution courses in the humanities (see Distribution Courses under HCLAS). The nine semester hours must include at least three from the Literature category and at

least three from the Arts category. No more than three semester hours of Creative Participation courses may be used to satisfy this requirement.

B. Nine semester hours of distribution courses in the natural sciences and mathematics/computer science (see Distribution Courses under HCLAS). At least three semester hours must be chosen from each category.

C. Nine semester hours of distribution courses in the social sciences (see Distribution Courses under HCLAS). The nine semester hours must include at least three from the Behavioral Sciences category and at least three from the History, Philosophy, Religion category.

D. Three semester hours of distribution course credit in the Cross-Cultural category (see Distribution Courses under HCLAS).

E. Three semester hours of distribution course credit in the Interdisciplinary Studies/Other category (see Distribution Courses under HCLAS). A student may satisfy this requirement with three semester hours of Interdisciplinary Studies course credit or with three semester hours in any other category. However this requirement is satisfied, it is an additional three semester hours to the thirty semester hours required by A-D above.

F. Satisfactory completion of WSC 001 and WSC 002. Students entering Hofstra with full credit for WSC 001 and WSC 002 must, during their first semester at Hofstra, take the Hofstra Writing Proficiency Test. Students who do not pass the test are required to complete WSC 040 and retake and pass the Hofstra Writing Proficiency Test.

G. *Foreign Language Requirement*

The foreign language requirement may be fulfilled by completion of level 3 of a foreign language (Option 1); placement above level 3; or completion of the Alternate Language Option (Option 2).

- Students without transfer college credit in the foreign language studied in high school must take the language placement test (administered by the Language Laboratory) to determine placement in the proper level. No student shall receive credit toward graduation for any course below his or her level of placement in that language.
- Students with transfer college credit in a foreign language should continue in the next level which follows that in which they have received credit, or should follow Option 2 (see below) to fulfill the foreign language requirement.

A student may fulfill the Foreign Language Requirement in one of two ways, as specified below:

**OPTION 1:** Completion of course work through level 3 of one single language OR placement above level 3. (Students who do not choose to complete level 3 of a foreign language must automatically select Option 2, Alternate Language Option.)

**OPTION 2: Alternate Language Option: Completion of levels 1 and 2 of one single language OR placement above level 2, plus one of the following alternatives:**

- ◆ Levels 1 and 2 of another single language.
- ◆ Level 1 of another language plus 3 credits chosen from the following options:
  - Three (3) credits of CLL, FRLT, ITLT, ITST, LIT, SPLT, related to the culture of the language in which the student completed through level 2 or the equivalent OR 3 credits of linguistics offered in either CLL or RLL.

Students who wish to fulfill the language requirement by completing Option 2 must file the Alternate Language Option Form with the Center for University Advisement. NOTE: The Pass/D+/D/Fail Option is not available for courses taken in fulfillment of any language requirement. No course taken in fulfillment of the foreign language requirement may be taken via Credit by Exam or Credit for Prior Learning.

NOTE: Students who matriculated prior to academic year 2013-2014 must fulfill this requirement as it is stated in the *Bulletin* of their first year of matriculation at the University, unless they elect to officially change their bulletin year to 2013-2014, or later.

5. The completion of 9 semester hours of The Lawrence Herbert School of Communication foundation courses, as follows:

MASS 001 - Mass Media: History and Development  
RTVF 001 - Foundations of Radio, Television, Film, and New Media  
RHET 001 - (CP) Oral Communication

5. The fulfillment of major requirements as listed in this *Bulletin* under each department. Students must receive a grade of C- or better in all courses applicable to the major. Journalism, Mass Media Studies, Public Relations and Rhetorical Studies majors must maintain a GPA of 2.5 in all courses applicable to majors.



## **Bachelor of Science**

All students must meet program admission requirements (see majors listed under Radio, Television, Film). Candidates for graduation must fulfill the following requirements:

1. The successful completion of at least 124 semester hours and a cumulative grade-point average of 2.0 in work completed at Hofstra.
2. At least 72 semester hours must be completed in liberal arts.
3. There are two requirements that must ordinarily be completed in residence at Hofstra: 24 semester hours in the major field and the last 30 hours. The 24 semester hours need not be included within the last 30 hours.
4. Fulfillment of the following four general requirements for the B.S.:
  - A. Satisfactory completion of WSC 001 and WSC 002 (See University Degree Requirements) Six semester hours of distribution courses in each of the following three divisional areas (including at least 3 semester hours in each sub-divisional category of each divisional area):
    - B. Humanities (6 s.h.)
    - C. Natural Science/Mathematics/Computer Science (6 s.h.)
    - D. Social Science Distribution (6 s.h.)
5. The completion of 9 semester hours of The Lawrence Herbert School of Communication foundation courses, as follows:

MASS 001 - Mass Media: History and Development  
RTVF 001 - Foundations of Radio, Television, Film, and New Media  
RHET 001 - (CP) Oral Communication
6. Completion of level 2 of a foreign language or placement above level 2. (Note: a student who continues the study of a foreign language begun in high school must take the language placement test (administered by the Language Laboratory) to determine placement in the proper level. No student will receive credit toward graduation for any course below his or her level of placement in the language. For students continuing the same language studied in high school, successful completion of level 2 of that language will satisfy the foreign language requirement.
7. The fulfillment of major requirements as listed in the *Bulletin* under each department. Students must receive a grade of C- or better in all courses applicable to the major.

# **Journalism, B.A. Major in**

## ***Program Requirements - Total Semester Hours: 39***

### **All Majors Must Take - Semester Hours: 24**

JRNL 001 - Media Ethics Semester Hours: 3  
JRNL 010 - Journalism Tools Semester Hours: 3  
JRNL 011 - News Writing and Reporting Semester Hours: 3  
JRNL 013 - Advanced News Writing and Reporting Semester Hours: 3  
JRNL 014 - Multimedia Journalism Video Semester Hours: 3  
JRNL 080 - Online Journalism Semester Hours: 3  
MASS 001 - Mass Media: History and Development Semester Hours: 3  
MASS 104 - Media and the Law Semester Hours: 3

**3 s.h.**

At least 2 s.h. in JRNL 170 - Internships Semester Hours: 1-3  
And an additional 1 s.h. in JRNL 170 - Internships Semester Hours: 1-3  
or 1-3 s.h. in JRNL 171 - Internships Semester Hours: 1-3

### **Choose Under Advisement From - Semester Hours: 12**

JRNL 015 - Broadcast News Writing and Reporting Semester Hours: 3  
JRNL 016 - TV News Reporting and Production Semester Hours: 3  
JRNL 017 - Advanced TV Reporting and Production Semester Hours: 3  
JRNL 020 - Survey of News Issues Semester Hours: 3  
JRNL 021 - Critical View of Broadcast Media Semester Hours: 3  
JRNL 025 - Radio Reporting and Production Semester Hours: 3  
JRNL 026 - Radio Feature Reporting and Production Semester Hours: 3  
JRNL 027 - Radio Magazine Production Semester Hours: 3  
JRNL 031 - Sports Writing Semester Hours: 3  
JRNL 041 - Photojournalism Semester Hours: 3  
JRNL 050 - Feature and Magazine Writing Semester Hours: 3  
JRNL 053 - Copy Editing Semester Hours: 3  
JRNL 054 - Magazine Production Semester Hours: 3  
JRNL 055 - Basic Layout and Design for Journalists Semester Hours: 3  
JRNL 056 - Desktop Publishing Semester Hours: 3  
JRNL 057 - Web and Publication Design for Journalists Semester Hours: 3  
JRNL 058 - Editorial and Review Writing Semester Hours: 3  
JRNL 059 - Information Graphics Semester Hours: 3  
JRNL 071 - Health, Science and Environmental Reporting Semester Hours: 3  
JRNL 072 - Investigative and Depth Reporting Semester Hours: 3  
JRNL 074 - Television Sports Reporting and Producing Semester Hours: 3  
JRNL 075 - News Producing and Management Semester Hours: 3  
JRNL 115 - Advanced Social Media Semester Hours: 3  
JRNL 150 - Independent Study/Readings in Journalism Semester Hours: 1-3  
JRNL 151 - Independent Study/Readings in Journalism Semester Hours: 1-3  
JRNL 171 - Internships Semester Hours: 1-3  
JRNL 180 to 189 A-Z - Special Topics Semester Hours: 1-4  
JRNL 199 - Departmental Honors Semester Hours: 3  
PR 100 - Fundamentals of Public Relations Semester Hours: 3

**Journalism majors must also complete:**

a minor in the liberal arts for the B.A. degree.

***The Lawrence Herbert School of Communication Requirements***

**The Lawrence Herbert School of Communication also requires that Journalism majors take:**

**RHET 001 - (CP) Oral Communication Semester Hours: 3**

**RTVF 001 - Foundations of Radio, Television, Film, and New Media Semester Hours: 3**

# Mass Media Studies, B.A. Major in

Students majoring in mass media studies must complete the program requirements listed below plus a liberal arts minor from one of the following: any minor in the College of Liberal Arts and Sciences or the Department of Rhetoric. The minor must consist of 18 semester hours as defined by that discipline, of which at least 6 semester hours must be taken in residence.

## **Program Requirements - Total Semester Hours: 36**

### **Semester Hours: 3**

**MASS 001 - Mass Media: History and Development Semester Hours: 3**

### **Choose From - Semester Hours: 15**

**MASS 011 - Mass Communications in Contemporary Society Semester Hours: 3**

**MASS 012 - Media Literacy: Criticism and Analysis Semester Hours: 3**

**MASS 015 - Theories of Media Semester Hours: 3**

**MASS 101 - Understanding Global Media and News Systems Semester Hours: 3**

**MASS 104 - Media and the Law Semester Hours: 3**

**MASS 120 - Research in Mass Media Studies Semester Hours: 3**

### **Choose From - Semester Hours: 6**

**MASS 109 - The Mass Media, Politics and Policy Making Semester Hours: 3**

**MASS 112 - Surveying Public Opinion: Introduction to Public Opinion Research Semester Hours: 3**

**MASS 130 - Media Technologies and Public Policy Semester Hours: 3**

### **Choose Under Advisement From One of the Three Following Concentrations - Semester Hours: 9**

#### **Concentration 1: Media and Culture**

**MASS 020 - Survey of News Issues Semester Hours: 3**

**or JRNL 020 - Survey of News Issues Semester Hours: 3**

**MASS 115 - Celebrity, Culture and Media Semester Hours: 3**

**MASS 125 - Media and Popular Culture Semester Hours: 3**

**MASS 150 - Independent Study/Readings in Mass Media Studies Semester Hours: 1-3**

**MASS 151 - Independent Study/Readings in Mass Media Studies Semester Hours: 1-3**

**RHET 059 - Rhetoric and Popular Culture Semester Hours: 3**

#### **Concentration 2: Urban and Suburban Communication**

**MASS 020 - Survey of News Issues Semester Hours: 3**

**or JRNL 020 - Survey of News Issues Semester Hours: 3**

**MASS 110 - Media and Urban and Suburban Communication Semester Hours: 3**

**MASS 128 - Privacy and Public Life in a Media Age Semester Hours: 3**

**MASS 150 - Independent Study/Readings in Mass Media Studies Semester Hours: 1-3**

**MASS 151 - Independent Study/Readings in Mass Media Studies Semester Hours: 1-3**

### **Concentration 3: Media, Law and Policy**

**MASS 020 - Survey of News Issues Semester Hours: 3**

or **JRNL 020 - Survey of News Issues Semester Hours: 3**

**MASS 110 - Media and Urban and Suburban Communication Semester Hours: 3**

**MASS 115 - Celebrity, Culture and Media Semester Hours: 3**

**MASS 150 - Independent Study/Readings in Mass Media Studies Semester Hours: 1-3**

**MASS 151 - Independent Study/Readings in Mass Media Studies Semester Hours: 1-3**

**RHET 128 - American Public Address: The Rhetoric of Conflict and Controversy Semester Hours: 3**

### **Chosen Under Advisement From - Semester Hours: 3**

**MASS 170 - Internships Semester Hours: 1-3**

**MASS 171 - Internships Semester Hours: 1-3**

**MASS 180 to 189 A-Z - Special Topics Semester Hours: 1-4**

**MASS 199 - Departmental Honors Semester Hours: 3**

any JRNL, RTVF and RHET courses.

## ***The Lawrence Herbert School of Communication Requirements***

The Lawrence Herbert School of Communication also requires that Mass Media Studies majors take:

**RTVF 001 - Foundations of Radio, Television, Film, and New Media Semester Hours: 3**

**RHET 001 - (CP) Oral Communication Semester Hours: 3**

# **Public Relations, B.A. Major in**

## ***Program Requirements - Total Semester Hours: 36***

### **Semester Hours: 30**

**JRNL 001 - Media Ethics Semester Hours: 3**

**MASS 001 - Mass Media: History and Development Semester Hours: 3**

**MASS 012 - Media Literacy: Criticism and Analysis Semester Hours: 3**

**PR 100 - Fundamentals of Public Relations Semester Hours: 3**

**PR 101 - Public Relations Research Methods and Case Studies Semester Hours: 3**

**PR 103 - Copywriting Semester Hours: 3**

**PR 105 - Media Relations Semester Hours: 3**

**PR 106 - Public Relations Tools Semester Hours: 3**

**PR 107 - Public Relations Campaigns Semester Hours: 3**

**PR 170 - Public Relations Internships Semester Hours: 1-3**

### **Choose Under Advisement From - Semester Hours: 6**

Any JRNL, MASS, PR courses chosen under advisement.

### ***Note***

The following courses are required to successfully complete the B.A. in Public Relations:

**MKT 101 - Principles of Marketing Semester Hours: 3**

**MKT 131 - Principles of Advertising Semester Hours: 3**

**RHET 007 - (CP) Public Speaking Semester Hours: 3**

## ***The Lawrence Herbert School of Communication Requirements***

The Lawrence Herbert School of Communication also requires that Public Relations majors take:

**RTVF 001 - Foundations of Radio, Television, Film, and New Media Semester Hours: 3**

**RHET 001 - (CP) Oral Communication Semester Hours: 3**

# Film Studies and Production, B.A. Major in

## **Program Requirements - Total Semester Hours: 39-42**

### **CATEGORY 1: Foundation Requirements - Semester Hours: 18**

- RTVF 010 - (AA) Introduction to Film and Television Study Semester Hours: 3
- RTVF 027 - Introductory Film Production Semester Hours: 3
- RTVF 047 - Intermediate Film Production Semester Hours: 3
- RTVF 110 - Introduction to Screenwriting Semester Hours: 3
- RTVF 137A - Film History Semester Hours: 3
- RTVF 137B - Film History Semester Hours: 3

### **CATEGORY 2: Film Studies Requirements - Semester Hours: 6**

*Chosen from:*

1. RTVF 138 - Film Adaptation Semester Hours: 3
2. RTVF 139 - Film Theory Semester Hours: 3
3. RTVF 157 - Film Genres Semester Hours: 3
4. RTVF 158 - Film Authorship Semester Hours: 3
5. RTVF 177 - Documentary Film Semester Hours: 3

### **CATEGORY 3: Electives - Semester Hours: 12-15**

*Chosen under advisement from the following:*

1. RTVF 060 - Documentary Film and Video Production Semester Hours: 3
2. RTVF 080 - Experimental Film and Video Production Semester Hours: 3
3. RTVF 021 - Fundamentals of Radio Production Semester Hours: 3
4. RTVF 107 - Cinematography and Lighting for Film Semester Hours: 3
5. RTVF 118 - Advanced Screenwriting I Semester Hours: 3
6. RTVF 119 - Advanced Screenwriting II Semester Hours: 3
7. RTVF 120 - Sound Design for Film Semester Hours: 3
8. RTVF 127 - Introduction to Animation Techniques Semester Hours: 3
9. RTVF 129 - Script Analysis Semester Hours: 3
10. RTVF 147 - Directing for the Screen Semester Hours: 3
11. RTVF 148 - Producing the Motion Picture Semester Hours: 3
12. RTVF 149 - The Art of Film Editing Semester Hours: 3
13. RTVF 150 - Independent Studies/Readings Semester Hours: 1-3
14. RTVF 161 - Advanced Digital Audio Production Semester Hours: 3
15. RTVF 167 - Advanced Film Production Semester Hours: 3
16. RTVF 168A - Senior Film Projects I Semester Hours: 3
17. RTVF 168B - Senior Film Projects II Semester Hours: 3
18. RTVF 170 - Internship Program Semester Hours: 1-3
19. RTVF 178 - Film Studies Thesis Semester Hours: 3
20. any 100-level course in the Film Studies and Production major.

### **CATEGORY 4: Capstone Requirement - 3-6 s.h.**

*Chosen under advisement from the following:*

- RTVF 118 - Advanced Screenwriting I Semester Hours: 3
- and
- RTVF 119 - Advanced Screenwriting II Semester Hours: 3
- OR
- RTVF 167 - Advanced Film Production Semester Hours: 3
- OR

**RTVF 168A - Senior Film Projects I Semester Hours: 3**

*and*

**RTVF 168B - Senior Film Projects II Semester Hours: 3**

**OR**

**RTVF 178 - Film Studies Thesis Semester Hours: 3**

*NOTE: Courses chosen to satisfy Category 3 electives may not also be used to satisfy requirements in Category 4.*

### **Note**

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No course may be used to fulfill more than one category.

## ***The Lawrence Herbert School of Communication Requirements***

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The Lawrence Herbert School of Communication also requires that Film Studies and Production majors take the following:

**MASS 001 - Mass Media: History and Development Semester Hours: 3**

**RHET 001 - (CP) Oral Communication Semester Hours: 3**

**RTVF 001 - Foundations of Radio, Television, Film, and New Media Semester Hours: 3**



## **Radio Production and Studies, B.A. Major in**

### ***Program Requirements - Total Semester Hours: 36***

#### **Semester Hours: 21**

- RTVF 011 - History and Theory of Audio and Radio Semester Hours: 3
- RTVF 021 - Fundamentals of Radio Production Semester Hours: 3
- RTVF 025 - Introduction to Digital Media Semester Hours: 3
- RTVF 041 - Radio Feature Reporting and Production Semester Hours: 3
- RTVF 121 - Digital Radio Programming and Distribution Semester Hours: 3
- RTVF 111 - Writing for Radio and Digital Audio Semester Hours: 3
- RTVF 161 - Advanced Digital Audio Production Semester Hours: 3

#### **Semester Hours: 3**

- RTVF 131 - Contemporary Issues in Radio and Digital Audio Semester Hours: 3
- or*
- RTVF 152 - The Radio Industry in the Digital Age Semester Hours: 3

#### **Semester Hours: 9**

##### *Chosen from:*

- RTVF 023 - Radio Reporting and Production Semester Hours: 3
- RTVF 042 - Radio Magazine Production Semester Hours: 3
- RTVF 043 - Radio Station Imaging and Production Semester Hours: 3
- RTVF 091 - Voice Performance for Radio and Digital Audio Semester Hours: 3

#### **Semester Hours: 3**

##### *Chosen from:*

- RTVF 120 - Sound Design for Film Semester Hours: 3
- RTVF 170 - Internship Program Semester Hours: 1-3
- RTVF 061 A-Z - Digital Radio Production Practicum Semester Hours: 1-3
- or any RTVF course, chosen under advisement*

### ***The Lawrence Herbert School of Communication Requirements***

The Lawrence Herbert School of Communication also requires that Radio Production and Studies majors take the following:

- MASS 001 - Mass Media: History and Development Semester Hours: 3
- RHET 001 - (CP) Oral Communication Semester Hours: 3
- RTVF 001 - Foundations of Radio, Television, Film, and New Media Semester Hours: 3

## **Video/Television, B.A. Major in**

**19 s.h.**

No more than two 20-level courses can be taken simultaneously.

- RTVF 016 - Television Aesthetics and Criticism Semester Hours: 3
- RTVF 024 - Introduction to Television: Multi-camera Production Semester Hours: 4
- RTVF 025 - Introduction to Digital Media Semester Hours: 3
- RTVF 026 - Introduction to Television: Field Production and Editing Semester Hours: 3
- RTVF 034 - Foundations of Television and Web TV Writing Semester Hours: 3
- RTVF 064 - Intermediate Television Production Semester Hours: 3

**See Also: Communication B.A. Program Requirements**

B.A. Requirements for The Lawrence Herbert School of Communication majors.

**Television Production/Post-Production Concentration: 18 s.h.**

**3 s.h.**

- RTVF 044 - Advanced Television Technologies Semester Hours: 3

**6 s.h. chosen from**

- RTVF 065 A-Z - Television Production Practicum Semester Hours: 1-3
- RTVF 066 - Television Lighting Semester Hours: 1
- RTVF 074 - The Television Producer Semester Hours: 3
- RTVF 084 - Advanced Single Camera Production Semester Hours: 3
- RTVF 085 - Television Sports Reporting and Producing Semester Hours: 3
- RTVF 090 - Acting for the Camera Semester Hours: 3
- RTVF 094 - Television Performing Semester Hours: 3
- RTVF 100 - Principles of Digital Editing Semester Hours: 3
- RTVF 104 - Television Graphics Semester Hours: 1
- RTVF 106 - Advanced Television: Post-Production Semester Hours: 3
- RTVF 134 - The Television Industry Semester Hours: 3

**6 s.h. chosen from**

- RTVF 144 - Television Directing Semester Hours: 3
- RTVF 145 - Advanced Television: Media Action Projects Hofstra (MAP Hofstra) Semester Hours: 3
- RTVF 164 - Advanced Television Production I Semester Hours: 3
- RTVF 165 - Advanced Television Production II Semester Hours: 3

**3 s.h. chosen from**

- RTVF 170 - Internship Program Semester Hours: 1-3
- or any courses in The Lawrence Herbert School of Communication, under advisement

**Television Writing/Producing Concentration: 18 s.h.**

**6 s.h.**

- RTVF 015 - Survey of Electronic Media Semester Hours: 3
- RTVF 084 - Advanced Single Camera Production Semester Hours: 3

**9 s.h. chosen from**

RTVF 074 - The Television Producer Semester Hours: 3  
RTVF 090 - Acting for the Camera Semester Hours: 3  
RTVF 094 - Television Performing Semester Hours: 3  
RTVF 106 - Advanced Television: Post-Production Semester Hours: 3  
RTVF 114 - Advanced Television Writing: The Sitcom Semester Hours: 3  
RTVF 134 - The Television Industry Semester Hours: 3  
RTVF 145 - Advanced Television: Media Action Projects Hofstra (MAP Hofstra) Semester Hours:3  
RTVF 164 - Advanced Television Production I Semester Hours: 3  
RTVF 165 - Advanced Television Production II Semester Hours: 3  
RTVF 180 to 189A-Z - Special Topics Semester Hours: 1-3

**3 s.h. chosen from**

RTVF 170 - Internship Program Semester Hours: 1-3  
or any courses in The Lawrence Herbert School of Communication, under advisement.

***The Lawrence Herbert School of Communication Requirements***

The Lawrence Herbert School of Communication also requires that Video/Television majors take the following:

RTVF 001 - Foundations of Radio, Television, Film, and New Media Semester Hours: 3  
MASS 001 - Mass Media: History and Development Semester Hours: 3  
RHET 001 - (CP) Oral Communication Semester Hours: 3

# Video/Television, B.S. Major in

To qualify for a B.S. major:

- a. Student must be at least of sophomore standing,
- b. Student must have obtained a minimum grade of B- in **RTVF 024** and any subsequent production courses, and
- c. Student must get permission of adviser and the B.S. programs coordinator.

Candidates for graduation from the **The Lawrence Herbert School of Communication** with the degree of Bachelor of Science must meet the following qualifications:

- a. Student must complete at least 124 semester hours with at least 24 hours in residence in the major field of study. Transfer credits are subject to the approval of the **Department of Radio, Television, Film** of The Lawrence Herbert School of Communication and are approved only for those courses meeting the department's curriculum requirements and course standards.
- b. Student must fulfill the B.S. requirements as listed under The Lawrence Herbert School of Communication, and
- c. Student must complete the program requirements listed under one of the following B.S. majors.

## **Program Requirements - Total Semester Hours: 94**

### **Semester Hours: 9**

**RTVF 001 - Foundations of Radio, Television, Film, and New Media Semester Hours: 3**

**MASS 001 - Mass Media: History and Development Semester Hours: 3**

**RHET 001 - (CP) Oral Communication Semester Hours: 3**

### **Semester Hours: 3**

**PHYS 005 - (NS) Light Semester Hours: 3**

*or*

**PHYS 006 - (NS) Acoustics, Music and Speech Semester Hours: 3**

### **Semester Hours: 3**

**CSC 005 - (CS) Overview of Computer Science Semester Hours: 3**

*or*

**CSC 006 - (CS) The Art and Science of Computer Games Semester Hours: 3-4**

### **Semester Hours: 5**

**RTVF 014 - Media Production Practicum Semester Hours: 1-2**

### **Semester Hours: 28**

**RTVF 015 - Survey of Electronic Media Semester Hours: 3**

**RTVF 024 - Introduction to Television: Multi-camera Production Semester Hours: 4**

**RTVF 025 - Introduction to Digital Media Semester Hours: 3**

**RTVF 026 - Introduction to Television: Field Production and Editing Semester Hours: 3**

**RTVF 034 - Foundations of Television and Web TV Writing Semester Hours: 3**

**RTVF 044 - Advanced Television Technologies Semester Hours: 3**

**RTVF 064 - Intermediate Television Production Semester Hours: 3**

**RTVF 164 - Advanced Television Production I Semester Hours: 3**

**RTVF 165 - Advanced Television Production II Semester Hours: 3**

### **Semester Hours: 6**

*Chosen under advisement*

**RTVF 065 A-Z - Television Production Practicum Semester Hours: 1-3**

FA 102A - Introduction to New Media Design Semester Hours: 3  
FA 102B - Social Media and Web Design Semester Hours: 3  
FA 102C - Motion Graphics and Sound Design for Digital Media Semester Hours: 3  
FA 102D - Design for Smartphones and iPads Semester Hours: 3

**Semester Hours: 1**

*Chosen under advisement*

RTVF 065 A-Z - Television Production Practicum Semester Hours: 1-3  
RTVF 066 - Television Lighting Semester Hours: 1  
RTVF 104 - Television Graphics Semester Hours: 1

**Semester Hours: 6**

*Chosen under advisement*

RTVF 074 - The Television Producer Semester Hours: 3  
RTVF 085 - Television Sports Reporting and Producing Semester Hours: 3  
RTVF 106 - Advanced Television: Post-Production Semester Hours: 3  
RTVF 114 - Advanced Television Writing: The Sitcom Semester Hours: 3  
RTVF 134 - The Television Industry Semester Hours: 3

**Semester Hours: 3**

*Chosen under advisement*

RTVF 144 - Television Directing Semester Hours: 3  
RTVF 145 - Advanced Television: Media Action Projects Hofstra (MAP Hofstra) Semester Hours:3

**Semester Hours: 3**

*Chosen under advisement*

RTVF 170 - Internship Program Semester Hours: 1-3  
or liberal arts electives

**Semester Hours: 3**

*Chosen under advisement*

RTVF 016 - Television Aesthetics and Criticism Semester Hours: 3  
MASS 011 - Mass Communications in Contemporary Society Semester Hours: 3  
JRNL 021 - Critical View of Broadcast Media Semester Hours: 3

**Semester Hours: 3**

MASS 104 - Media and the Law Semester Hours: 3

**Semester Hours: 9**

*Chosen from courses within The Lawrence Herbert School of Communication, chosen under advisement*

**Semester Hours: 12**

*Chosen from any liberal arts courses, chosen under advisement*

# **Video/Television and Business, B.S. Major in**

## **Program Requirements - Total Semester Hours: 94**

### **Semester Hours: 9**

**RTVF 001 - Foundations of Radio, Television, Film, and New Media Semester Hours: 3**

**MASS 001 - Mass Media: History and Development Semester Hours: 3**

**RHET 001 - (CP) Oral Communication Semester Hours: 3**

### **Chosen Under Advisement From - Semester Hours: 3**

**ANTH 125 - The Media In Anthropological Perspective Semester Hours: 3**

**LING 101 - (IS) Introduction to Linguistics Semester Hours: 3**

**PHI 150 - (HP) Critical Reasoning Semester Hours: 3**

**PSY 034 - Organizational Psychology Semester Hours: 3**

**SOC 156 - (BH) Sociology of Communication Semester Hours: 3**

**TPP 116 - Technology and Communications Policy Semester Hours: 3**

### **Chosen Under Advisement From - Semester Hours: 3**

**RHET 007 - (CP) Public Speaking Semester Hours: 3**

**RHET 107 - Argumentation and Debate Semester Hours: 3**

**RHET 119 - Small Group Communication Semester Hours: 3**

### **Semester Hours: 5**

**RTVF 014 - Media Production Practicum Semester Hours: 1-2**

### **Semester Hours: 34**

**RTVF 015 - Survey of Electronic Media Semester Hours: 3**

**RTVF 024 - Introduction to Television: Multi-camera Production Semester Hours: 4**

**RTVF 025 - Introduction to Digital Media Semester Hours: 3**

**RTVF 026 - Introduction to Television: Field Production and Editing Semester Hours: 3**

**RTVF 034 - Foundations of Television and Web TV Writing Semester Hours: 3**

**RTVF 044 - Advanced Television Technologies Semester Hours: 3**

**RTVF 064 - Intermediate Television Production Semester Hours: 3**

**RTVF 074 - The Television Producer Semester Hours: 3**

*or*

**RTVF 134 - The Television Industry Semester Hours: 3**

**RTVF 145 - Advanced Television: Media Action Projects Hofstra (MAP Hofstra) Semester Hours:3**

**RTVF 164 - Advanced Television Production I Semester Hours: 3**

**RTVF 165 - Advanced Television Production II Semester Hours: 3**

### **Chosen Under Advisement From - Semester Hours: 1**

**RTVF 065 A-Z - Television Production Practicum Semester Hours: 1-3**

**RTVF 066 - Television Lighting Semester Hours: 1**

**RTVF 104 - Television Graphics Semester Hours: 1**

**Semester Hours: 3**

**RTVF 170 - Internship Program Semester Hours: 1-3**

or liberal arts electives

**Chosen Under Advisement From - Semester Hours: 3**

**RTVF 016 - Television Aesthetics and Criticism Semester Hours: 3**

**MASS 011 - Mass Communications In Contemporary Society Semester Hours: 3**

**JRNL 021 - Critical View of Broadcast Media Semester Hours: 3**

**Semester Hours: 3**

**MASS 104 - Media and the Law Semester Hours: 3**

**Semester Hours: 12**

*Chosen from any School of Communication liberal arts courses, chosen under advisement.*

**Semester Hours: 6**

**LEGL 020 - Introduction to Legal Systems, Environment and Contracts Semester Hours: 3**

**MKT 101 - Principles of Marketing Semester Hours: 3**

**Semester Hours: 12**

*Chosen from Zarb School of Business courses, chosen under advisement.*

# Video/Television and Film, B.S. Major in

## **Program Requirements - Total Semester Hours: 94**

### **Semester Hours: 9**

**MASS 001 - Mass Media: History and Development Semester Hours: 3**

**RTVF 001 - Foundations of Radio, Television, Film, and New Media Semester Hours: 3**

**RHET 001 - (CP) Oral Communication Semester Hours: 3**

### **Semester Hours: 6**

#### *Chosen under advisement*

**DRAM 005 - Play Production Semester Hours: 4**

**DRAM 059A - (CP) Acting Laboratory I Semester Hours: 3**

**DRAM 078 - (CP) Theater Design Fundamentals: Methods and Materials Semester Hours: 3**

**DRAM 169A - Acting for the Camera Semester Hours: 3**

**DRAM 190 - Play Directing Semester Hours: 3**

### **Choose From - Semester Hours: 3**

**PHYS 005 - (NS) Light Semester Hours: 3**

*or*

**PHYS 006 - (NS) Acoustics, Music and Speech Semester Hours: 3**

### **Choose From - Semester Hours: 3**

**CSC 005 - (CS) Overview of Computer Science Semester Hours: 3**

*or*

**CSC 006 - (CS) The Art and Science of Computer Games Semester Hours: 3-4**

### **Semester Hours: 3**

**MASS 104 - Media and the Law Semester Hours: 3**

### **Semester Hours: 6**

**RTVF 010 - (AA) Introduction to Film and Television Study Semester Hours: 3**

**RTVF 016 - Television Aesthetics and Criticism Semester Hours: 3**

### **Semester Hours: 3**

**RTVF 014 - Media Production Practicum Semester Hours: 1-2**

### **Choose From - Semester Hours: 3**

#### *Chosen under advisement*

**RTVF 060 - Documentary Film and Video Production Semester Hours: 3**

**RTVF 080 - Experimental Film and Video Production Semester Hours: 3**

**RTVF 090 - Acting for the Camera Semester Hours: 3**

**RTVF 100 - Principles of Digital Editing Semester Hours: 3**

**RTVF 120 - Sound Design for Film Semester Hours: 3**



**RTVF 150 - Independent Studies/Readings Semester Hours: 1-3**

**RTVF 170 - Internship Program Semester Hours: 1-3**

### **Semester Hours: 22**

**RTVF 024 - Introduction to Television: Multi-camera Production Semester Hours: 4**

**RTVF 025 - Introduction to Digital Media Semester Hours: 3**

**RTVF 026 - Introduction to Television: Field Production and Editing Semester Hours: 3**

**RTVF 034 - Foundations of Television and Web TV Writing Semester Hours: 3**

**RTVF 044 - Advanced Television Technologies Semester Hours: 3**

**RTVF 064 - Intermediate Television Production Semester Hours: 3**

*or*

**RTVF 084 - Advanced Single Camera Production Semester Hours: 3**

**RTVF 164 - Advanced Television Production I Semester Hours: 3**

### **Semester Hours: 18**

**RTVF 027 - Introductory Film Production Semester Hours: 3**

**RTVF 047 - Intermediate Film Production Semester Hours: 3**

**RTVF 110 - Introduction to Screenwriting Semester Hours: 3**

**RTVF 137A - Film History Semester Hours: 3**

**RTVF 137B - Film History Semester Hours: 3**

**RTVF 107 - Cinematography and Lighting for Film Semester Hours: 3**

*or*

**RTVF 147 - Directing for the Screen Semester Hours: 3**

### **Semester Hours: 3-6**

#### *Chosen under advisement*

**RTVF 165 - Advanced Television Production II Semester Hours: 3**

*or*

**RTVF 167 - Advanced Film Production Semester Hours: 3**

*or*

**RTVF 118 - Advanced Screenwriting I Semester Hours: 3 AND**

**RTVF 119 - Advanced Screenwriting II Semester Hours: 3**

*or*

**RTVF 168A - Senior Film Projects I Semester Hours: 3 AND**

**RTVF 168B - Senior Film Projects II Semester Hours: 3**

### **Choose From - Semester Hours: 6-9**

#### *Chosen under advisement*

**RTVF 015 - Survey of Electronic Media Semester Hours: 3**

**RTVF 065 A-Z - Television Production Practicum Semester Hours: 1-3**

**RTVF 066 - Television Lighting Semester Hours: 1**

**RTVF 074 - The Television Producer Semester Hours: 3**

**RTVF 085 - Television Sports Reporting and Producing Semester Hours: 3**

**RTVF 104 - Television Graphics Semester Hours: 1**

**RTVF 106 - Advanced Television: Post-Production Semester Hours: 3**

**RTVF 114 - Advanced Television Writing: The Sitcom Semester Hours: 3**

**RTVF 134 - The Television Industry Semester Hours: 3**

**RTVF 144 - Television Directing Semester Hours: 3**

**RTVF 145 - Advanced Television: Media Action Projects Hofstra (MAP Hofstra) Semester Hours:3**

## **Choose From - Semester Hours: 6-9**

### *Chosen under advisement*

**RTVF 107 - Cinematography and Lighting for Film Semester Hours: 3**

**RTVF 118 - Advanced Screenwriting I Semester Hours: 3**

**RTVF 119 - Advanced Screenwriting II Semester Hours: 3**

**RTVF 127 - Introduction to Animation Techniques Semester Hours: 3**

**RTVF 129 - Script Analysis Semester Hours: 3**

**RTVF 147 - Directing for the Screen Semester Hours: 3**

**RTVF 148 - Producing the Motion Picture Semester Hours: 3**

**RTVF 149 - The Art of Film Editing Semester Hours: 3**

**RTVF 178 - Film Studies Thesis Semester Hours: 3**

## **Rhetorical Studies, B.A. Major in**

Candidates for graduation from The Lawrence Herbert School of Communication with the degree of Bachelor of Arts must fulfill the B.A. requirements as listed under The Lawrence Herbert School of Communication. In addition, students majoring in the Department of Rhetoric must choose a concentration in one of three areas: speech communication; political communication; or communication, culture, and social action.

Note: The concentration in speech communication is recommended for students wishing to double major in rhetorical studies and another major. Students in other concentrations who wish to double major should consult with a department adviser as soon as they choose a major, in order to complete the major requirements on time.

Incoming freshmen and transfer students may declare a major in rhetorical studies; matriculated Hofstra University students must have a grade point average of at least 2.0 to declare a major in rhetorical studies. All declared majors in rhetorical studies must maintain a minimum grade point average in the major of 2.5 and a grade point average overall of 2.0 to remain in the major.

The requirements for each concentration are listed below.

The Lawrence Herbert School of Communication also requires that all majors in Rhetorical Studies take MASS 001 and RTVF 001.

See Also: Communication B.A. Program Requirements

B.A. Requirements for The Lawrence Herbert School of Communication majors.

### **Concentration in Speech Communication**

The concentration in speech communication provides students with an overview of the discipline of communication studies, as well as focused course work in culture and identity, performance studies and public persuasion.

**Program Requirements: - Total Semester Hours: 36**

#### **A. Core Courses - Semester Hours: 15**

RHET 001 - (CP) Oral Communication Semester Hours: 3

RHET 004 - Interpersonal Communication Semester Hours: 3

RHET 005 - Histories and Theories of Rhetoric Semester Hours: 3

RHET 007 - (CP) Public Speaking Semester Hours: 3

RHET 009 - Introduction to Performance Studies Semester Hours: 3

#### **B. Culture and Identity - Semester Hours: at least 6**

Chosen from among the following:

- RHET 033 - Nonverbal Communication in Human Interaction Semester Hours: 3
- RHET 043 - Fundamentals of Organizational Communication Semester Hours: 3
- RHET 053 - Histories and Theories of Gender and Intercultural Communication Semester Hours: 3
- RHET 055 - Intercultural Communication Semester Hours: 3
- RHET 057 - Gender and Communication Semester Hours: 3
- RHET 059 - Rhetoric and Popular Culture Semester Hours: 3
- RHET 119 - Small Group Communication Semester Hours: 3
- RHET 124 - Communication, Culture, Healing Semester Hours: 3
- RHET 189 A-Z - Special Topics in Speech Communication and Rhetorical Studies Semester Hours: 1-4

**C. Performance Studies - Semester Hours: at least 6**

Chosen from among the following:

- RHET 011 - Voice and Diction Semester Hours: 3
- RHET 024 - Readers Theatre Semester Hours: 3
- RHET 121 - Advanced Performance Studies Semester Hours: 3
- RHET 125 - Dramatic Activities in Educational and Therapeutic Settings Semester Hours: 3
- RHET 126 - Performance Art: Theory and Practice Semester Hours: 3
- RHET 129 - Performing History Semester Hours: 3
- RHET 181 A-Z - Special Topics in Speech Communication and Rhetorical Studies Semester Hours: 1-4

**D. Public Persuasion - Semester Hours: at least 6**

Chosen from among the following:

- RHET 077 - Speechwriting Semester Hours: 3
  - RHET 078 - Persuasion Semester Hours: 3
  - RHET 107 - Argumentation and Debate Semester Hours: 3
  - RHET 117 - Advanced Public Speaking Semester Hours: 3
  - RHET 128 - American Public Address: The Rhetoric of Conflict and Controversy Semester Hours: 3
  - RHET 138 - Social Protest: Rhetoric and Performance Semester Hours: 3
  - RHET 139 - Political Communication Semester Hours: 3
  - RHET 187 A-Z - Special Topics in Speech Communication and Rhetorical Studies Semester Hours: 1-4
- E. Semester Hours: 3

Chosen from among the following:

- RHET 170 - Speech Communication and Rhetorical Studies Internship Semester Hours: 3
  - RHET 171 - Speech Communication and Rhetorical Studies Internship Semester Hours: 3
- or any other RHET elective

Additionally:

Designated sections of RHET 150/151, 170/171, RHET 180 to 189 A-Z, 197, 198, and 199 may also fulfill Speech Communication concentration requirements.

## Notes

Students with a concentration in speech communication are also required to take 6 s.h. chosen from comparative literature, linguistics, literature in translation, drama, English, economics, history, philosophy, political science, psychology, sociology and anthropology.

NOTE: Majors in rhetorical studies who are also elementary education majors are required to take 6 s.h. in mathematics and/or science to satisfy this requirement.

NOTE: Students who are interested in majoring in combined disciplines should inquire in The Lawrence Herbert School of Communication Dean's Office, Room 318 Lawrence Herbert Hall.

Students with a concentration in speech communication are also encouraged to take course work and/or minor in radio, television, film; journalism; media studies; psychology; linguistics; English; drama; literature in translation; comparative literature; management; and marketing, in consultation with their major adviser.

### **Concentration in Political Communication**

Law, government, issue advocacy, and social activism all rely on effective communication. Leaders in all of these fields are required both craft and respond to arguments as they persuade others, mobilize public opinion, forge consensus, and share information. This concentration offers students both a theoretical foundation necessary for understanding the role of communication in a diverse society, and intensive practice in creating and presenting messages to a variety of audiences. Through courses in the history and theory of rhetoric, social protest, persuasion, and mass media and politics, students learn about the importance of communication in political and social processes. Through courses in public speaking, argumentation and debate, and speechwriting, students learn to prepare, present, and respond critically to messages aimed at a variety of publics. By combining communication courses with supporting course work in political science, history, sociology, economics, and other areas, students develop a rich understanding of politics and society.

The political communication concentration is intended for students who are interested in positions of leadership in civic life, whether in government, public service, educational or cultural institutions, or non-governmental organizations or social advocacy groups. It is also an excellent program of study for students preparing for law school or for graduate school in communication or public affairs.

### **Program Requirements - Total Semester Hours: 39**

#### **A. Core Courses - Semester Hours: 12**

RHET 001 - (CP) Oral Communication Semester Hours: 3

RHET 005 - Histories and Theories of Rhetoric Semester Hours: 3

RHET 007 - (CP) Public Speaking Semester Hours: 3

RHET 009 - Introduction to Performance Studies Semester Hours: 3

#### **B. Concentration Core Courses - Semester Hours: 18**

RHET 078 - Persuasion Semester Hours: 3  
RHET 107 - Argumentation and Debate Semester Hours: 3  
RHET 139 - Political Communication Semester Hours: 3  
PR 100 - Fundamentals of Public Relations Semester Hours: 3  
MASS 109 - The Mass Media, Politics and Policy Making Semester Hours: 3

RHET 128 - American Public Address: The Rhetoric of Conflict and Controversy Semester Hours: 3 \*  
or  
RHET 138 - Social Protest: Rhetoric and Performance Semester Hours: 3 \*  
C. Departmental Elective Courses - Semester Hours: 6-9 minimum

Chosen from among the following:

RHET 004 - Interpersonal Communication Semester Hours: 3  
RHET 033 - Nonverbal Communication in Human Interaction Semester Hours: 3  
RHET 043 - Fundamentals of Organizational Communication Semester Hours: 3  
RHET 055 - Intercultural Communication Semester Hours: 3  
RHET 057 - Gender and Communication Semester Hours: 3  
RHET 059 - Rhetoric and Popular Culture Semester Hours: 3  
RHET 077 - Speechwriting Semester Hours: 3  
RHET 117 - Advanced Public Speaking Semester Hours: 3  
RHET 124 - Communication, Culture, Healing Semester Hours: 3  
RHET 126 - Performance Art: Theory and Practice Semester Hours: 3  
RHET 129 - Performing History Semester Hours: 3  
D. Supporting Course Work in Politics and Public Affairs - Semester Hours: 18

Semester Hours : 3

PSC 147 - Public Opinion and Political Communications Semester Hours: 3  
Two of the Following Courses - Semester Hours: 6

PSC 001 - (BH) American Politics Semester Hours: 3-4  
PSC 105 - Contemporary Issues in American Politics Semester Hours: 3  
PSC 111 - Politics of Race in the United States Semester Hours: 3  
PSC 114 - Political Parties and the Voter Semester Hours: 3  
PSC 115 - State and Metropolitan Politics and Governments Semester Hours: 3  
PSC 121 - The American Presidency Semester Hours: 3  
PSC 122 - Congress: National Legislative Process Semester Hours: 3  
PSC 134 - American Foreign Policy Semester Hours: 3  
PSC 141 - American Political Thought Semester Hours: 3  
PSC 143 - Ideas in Conflict: Modern Democratic and Totalitarian Political Thought Semester Hours: 3  
PSC 151 A-Z - Special Topics in American Politics Semester Hours: 1-4  
Three of the Following Courses - Semester Hours: 9

ECO 131 - Government and Business Semester Hours: 3  
ECO 136 - Public Finance and Fiscal Policy Semester Hours: 3

ECO 141C - (BH) Labor Economics Semester Hours: 3  
ECO 143 - Economic Development Semester Hours: 3  
HIST 020 - (HP) The Present in Historical Perspective Semester Hours: 3  
HIST 148 - The United States: 1945 to the Present Semester Hours: 3  
HIST 157 - History of Labor in the United States Semester Hours: 3  
HIST 162C - (HP) Protest and Reform in American History Semester Hours: 3  
HPR 063 - Health Care Systems and Services Semester Hours: 3  
HPR 068 - Environmental Health Semester Hours: 3  
LEGL 114 - Labor and Employment Law Semester Hours: 3  
MASS 104 - Media and the Law Semester Hours: 3  
SOC 102 - (BH) Social Institutions Semester Hours: 3  
SOC 141 - (BH) Urban America Semester Hours: 3  
SOC 145 - (BH) Building Strong Communities: Organizing in Diverse Settings Semester Hours: 3  
TPP 110 - Energy and Society Semester Hours: 3  
TPP 114 - Technology and Urban Problems Semester Hours: 3  
Concentration in Communication, Culture and Social Action

Drawing primarily from communication, performance, and rhetorical studies, the concentration in communication, culture, and social action (CCSA) is intended for students who want to pursue a fulfilling career that requires an understanding of social issues and cultural difference. This concentration gives students the flexibility to pursue a broad range of occupations in the public, private and government sectors. Some of these possibilities include: diplomacy, international business, law, public service, and human resources development.

The department provides a rich diversity of courses that includes a variety of theoretical, historical, critical, analytical, and interactive approaches to communication. The CCSA is divided into three major areas: departmental required courses; communication courses focused on language culture and identity; and courses in related disciplines.

### **Program Requirements - Semester Hours: 39**

#### **A. SPCM Core Courses - Semester Hours: 15**

RHET 001 - (CP) Oral Communication Semester Hours: 3  
RHET 004 - Interpersonal Communication Semester Hours: 3  
RHET 005 - Histories and Theories of Rhetoric Semester Hours: 3  
RHET 007 - (CP) Public Speaking Semester Hours: 3  
RHET 009 - Introduction to Performance Studies Semester Hours: 3

#### **B. Communication and Culture Requirement**

#### **Language, Culture and Identity - Semester Hours: 15**

RHET 033 - Nonverbal Communication in Human Interaction Semester Hours: 3  
RHET 053 - Histories and Theories of Gender and Intercultural Communication Semester Hours: 3  
RHET 055 - Intercultural Communication Semester Hours: 3  
RHET 057 - Gender and Communication Semester Hours: 3

RHET 059 - Rhetoric and Popular Culture Semester Hours: 3

**C. Concentrative Elective Courses**

**Cultural Performance and Social Action - Choose 9 Semester Hours From:**

Designated sections of RHET 150/151, 170/171, 180 to 189 A-Z, 197, 198, and 199 may also fulfill CCSA departmental elective requirements.

RHET 124 - Communication, Culture, Healing Semester Hours: 3

RHET 125 - Dramatic Activities in Educational and Therapeutic Settings Semester Hours: 3

RHET 126 - Performance Art: Theory and Practice Semester Hours: 3

RHET 127 - Puppetry in Performance Semester Hours: 3

RHET 128 - American Public Address: The Rhetoric of Conflict and Controversy Semester Hours: 3

RHET 129 - Performing History Semester Hours: 3

RHET 138 - Social Protest: Rhetoric and Performance Semester Hours: 3

Supporting Course Work - Semester Hours: 18

**A. Race and Ethnicity - Choose 12 Semester Hours From:**

ANTH 102 - (BH) African Cultures Semester Hours: 3

ANTH 105 - (BH) Latin American Cultures Semester Hours: 3

ANTH 106 - (CC) Peoples and Cultures of the Middle East and North Africa Semester Hours: 3

ANTH 108 - (BH) Afro-American Culture Semester Hours: 3

ANTH 117 - Medical Anthropology Semester Hours: 3

ANTH 125 - The Media in Anthropological Perspective Semester Hours: 3

MASS 101 - Understanding Global Media and News Systems Semester Hours: 3

Choose a MASS 181 A-Z course with permission from department: MASS 180 to 189 A-Z - Special Topics Semester Hours: 1-4

PSC 111 - Politics of Race in the United States Semester Hours: 3

PSC 135 - International Politics Semester Hours: 3

SOC 034 - (BH) Ethnicity and Minority Group Relations Semester Hours: 3

SOC 134 - (BH) Race and Ethnicity in the United States Semester Hours: 3

SOC 156 - (BH) Sociology of Communication Semester Hours: 3

**B. Gender and Sexuality - Choose 6 Semester Hours From:**

ANTH 032 - (BH, CC) Women and Development Semester Hours: 3

ANTH 145 - Women and Men in Anthropological Perspective Semester Hours: 3

LGBT 001 - (IS) Introduction to Lesbian, Gay, Bisexual, and Transgender Studies Semester Hours: 3

SOC 160 - (BH) Sociology of Gender Semester Hours: 3

WST 150 A-Z - (IS) Topics in Women's Studies Semester Hours: 3

Notes

Majors in rhetorical studies who are also elementary education majors are required to take 6 semester hours in mathematics and/or science courses to satisfy this requirement.



For students interested in majoring in combined disciplines, inquiry should be made in The Lawrence Herbert School of Communication Dean's Office, Room 318, Herbert School.

Rhetorical Studies majors are encouraged to take course work and/or minor in audio, video, film, journalism, mass media studies, psychology, linguistics, English, drama, literature in translation, comparative literature, management and marketing in consultation with the major adviser.

## Sample Plan of Study

### LaGuardia Community College

*A.A. in Communication Studies*

### Hofstra University

*B.A./B.S. in the Herbert School of Communication*

ENG101	English Composition I	3	WSC 1	Composition	3
ENG102	English Composition II: Introduction to Literature	3	WSC 2	Composition	3
Mathematics & Quantitative Reasoning	Take MAT107 recommended	3		Math (MA) Distribution Course	3
Life & Physical Sciences	SCB101, SCC101, SCP101, or 140	3		Natural Science (NS) Distribution Course	3
Flexible Core	Chosen under advisement	18		Liberal Arts Credits	18
HUC106	Public Speaking	3	RHET 007	Public Speaking (CP)	3
HUC108	Communication in a Professional Setting	3	RHET 043	Organizational Communication	3
HUN 180	Intercultural Communication	3	RHET 055	Intercultural Communication	3
HUC 104	Voice and Diction	3	RHET 011	Voice and Diction	3
HUC 111	Interpersonal Communication	3	RHET 004	Interpersonal Communication	3
HUC 112	Small Group Communication	3	RHET 119	Small Group Communication	3
HUC 113	Oral Interpretation	3	RHET 024	Readers Theater	3
<b>Choose Communication Concentration Area: 6 credits</b>					
	<b>Public Communication (CS1)</b>				
HUC109	Persuasion and Debate	3	RHET 107	Argumentation and Debate	3
HUC141	Public Relations	3	PR 100	Fundamentals of Public Relations	3
	<b>Speech Pathology (CS2)</b>				
HUC115	Phonetics	3	SPCH 999R		3
HUC116	Survey of Speech, Language and Hearing Disorders	3	SPCH 999R		3
HUC/ELL114	Normal Language Development	3	SPCH 999R		3
	<b>Mass Communication (CS3):</b>				
HUC120	Introduction to Mass Media	3	MASS 011	Mass Comm in Contemporary Society	3
HUC130	Mass Communication and Society	3	MASS 999	Liberal Arts Elective	3
Unrestricted elective	Chosen under advisement	3		Elective Course	3
	<b>Total Credits</b>	<b>60</b>		<b>Total Credits Transferable</b>	<b>60</b>

## **Appendix: Transfer Credit and Advanced Standing Policy**

Appropriate courses completed with a minimum grade of C- or the equivalent at fully accredited institutions are transferable. Upon completion of at least 30 semester hours at a fully accredited institution, transfer credit will be granted for appropriate courses with D and D+ grades for a total of 9 semester hours providing the student has a final cumulative grade point average of 3.0 or better at this previous institution. Grades attained at another institution are not recorded on the Hofstra record and are not included in the grade point average to meet graduation requirements. A course deemed appropriate for transfer is one which might logically be a part of the course of study offered at Hofstra University.

Further details on Hofstra transfer policies may be found at:

[http://bulletin.hofstra.edu/contnet.php?catoid=53&nvoid=3036#transfer\\_credit](http://bulletin.hofstra.edu/contnet.php?catoid=53&nvoid=3036#transfer_credit)

**THE CITY UNIVERSITY OF NEW YORK**  
**CAMPUS AND WORKPLACE VIOLENCE PREVENTION POLICY**

**POLICY STATEMENT<sup>1</sup>**

The City University of New York (the “University” or “CUNY”) is committed to the prevention of workplace violence and will respond promptly to any threats and/or acts of violence. For purposes of this Policy, Workplace Violence is defined as any physical assault or acts of aggressive behavior occurring where an employee performs any work-related duty in the course of his or her employment, including but not limited to:

- (i) An attempt or threat, whether verbal or physical, to inflict physical injury upon an employee;
- (ii) Any intentional display of force which would give an employee reason to fear or expect bodily harm;
- (iii) Intentional and wrongful physical contact with an employee without his or her consent that entails some injury;
- (iv) Stalking an employee in a manner which may cause the employee to fear for his or her physical safety and health when such stalking has arisen through and in the course of employment.

Workplace Violence presents a serious occupational safety hazard to CUNY and its employees. The University will respond promptly to threats and/or acts of violence. All employees are responsible for helping to create an environment of mutual respect and for assisting in maintaining a safe and secure work environment and will participate in the

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<sup>1</sup> This document supersedes and replaces *The City University of New York Campus and Workplace Violence Prevention Policy* approved by The City University of New York Board of Trustees on February 28, 2011,

risk factors which may place employees at risk of workplace violence; (2) the development and annual review of a Workplace Violence Prevention Program promulgated by each College for the implementation of the Policy; (3) the annual review of the *Campus Workplace Violence Incidents Report* prepared annually by each College; and (4) as appropriate, following a serious incident of Workplace Violence.

Last Updated: 09/26/11

- b. The WVAT Chair, James Grantham, selected by the President, sets the times and agendas for meetings and establishes sub-committees, as necessary, to fulfill the WVAT responsibilities set forth herein and in sections 4, 7 and 12.
- c. The Chair and members of the WVAT and their contact information are listed in Appendix I.
- d. The WVAT will coordinate the Workplace Violence Prevention training at the Colleges.

#### 4. Risk Assessment and Evaluation Process

- a. On an annual basis, the WVAT will:
  - i. Examine the prior year's relevant records that concern workplace violence incidents to identify patterns in the type and cause of injuries.
  - ii. Assess relevant policies, work practices, and work procedures that may impact the Workplace Violence Prevention Program.
  - iii. Review survey responses received from employees of the College. Survey forms are available to employees on the College's website and in hard-copy at the College's Office of Public Safety and Office of Human Resources. Completed survey forms are to be forwarded to the Director of Public Safety, as the physical site evaluation team leader.
- b. The WVAT will conduct a physical site evaluation of the College's workplace to determine the presence of factors that may place employees at risk of workplace violence. Each authorized employee representative organization with employees at the College will be given advance notice, in writing, from the Vice President for Administration of the date(s) and time(s) of the site visit(s). Each authorized employee organization may designate a representative to participate in the site visit(s) by notifying the WVAT Chair in writing of the designated representative. In addition to the authorized employee representative(s), an employee may also request to participate directly in the site visit for his/her work area by contacting the WVAT Chair. The authorized employee representative(s) will be provided with incident reports (without names) for the previous year. The authorized employee representative(s) may submit to the WVAT Chair any comments regarding situations in the workplace that pose a threat of workplace violence.
- c. Following the physical site evaluation, the WVAT will prepare a report of the findings, including a list of the high risk factors identified during the physical site evaluation and recommendations on appropriate work practice control measures to address identified risk factors. The report will be submitted to the President for appropriate action. Copies of the report will be made available, upon request, to employee(s), their authorized representatives(s), and the New York State Department of Labor.

ii. **Administrative or Work Practice Controls.**

- Sign-in/Sign-out procedure for off-hour access.
- Campus-wide Patrol rounds verified through check in stations monitored by software called Proxi Guard
- Analysis of Reports for patterns of crime
- Crime Prevention Notices & Weekly Security Tip e-mails

iii. **Personal Protective Equipment (PPE).**

- Walkie-Talkies (Public Safety/Buildings & Grounds).
- Cell Phones (Administration/Public Safety Staff/IT).
- Emergency Contact with Public Safety from any phone on campus.
- Emergency Phones in Classrooms, labs, elevators and hallways
- Emergency Notification to Public Safety's central dispatching office when calls are placed directly to 911 through the College's telephone system.

6. Employee Information and Training

All employees must participate in training on the risks of workplace violence in their workplace at the time of initial employment and at least annually thereafter. The employee training and information program includes information regarding how to locate the Policy and Program as well as survey forms.

The College provides training to its employees. The training program addresses the following essential topics:

- a. An overview and definition of workplace violence;
- b. The College's commitment to providing a safe workplace;
- c. Instructions regarding how to obtain a copy of the written Policy and Program;
- d. A listing of significant identified risk factors;
- e. Techniques on how to recognize and avoid potentially violent situations, including de-escalation techniques;
- f. How employees can protect themselves and how employees can suggest improvements to the Program;
- g. The importance of reporting incidents and how to report such incidents;
- h. Where employees can seek assistance during a dangerous situation; and
- i. Resources, such as trauma counseling, that may be available to employees after an incident has occurred.

Additional training will be conducted as necessary and as determined by the needs of the College.

7. Reporting Process/Procedures to Report Incidents of Workplace Violence

January 27, 2012

- iv. Reveal criminal investigative techniques or procedures, except routine techniques and procedures; or
- v. Endanger the life or safety of any person.

#### 9. Report of Violations of the Workplace Violence Prevention Policy and Program

Any employee or authorized employee representative who believes that the College's Workplace Violence Prevention Program is in violation of CUNY's Workplace Violence Prevention Policy, New York State Department of Labor Regulation Section 800.6 and New York State Labor Law Section 27(b), should bring their concerns to the attention of the proper authorities.

Events involving the threat of imminent danger should be immediately brought to the attention of the College's Department of Public Safety.

Events relating to concerns of other types of reportable incidents should be reported as detailed in Paragraph 7, above, and brought to the attention of the University's Senior University Executive Director of Human Resources Strategic Planning, 535 East 80th Street, New York, NY 10075.

If a matter has been brought to the proper College authority and the College has had a reasonable opportunity to correct the activity, policy or practice, the matter has not been resolved, and an employee or authorized employee representative still believes that serious violation of the program remains, the employee or authorized employee representative may request an inspection by notifying the Commissioner of Labor of the alleged violation. This notice to the Commissioner must be in writing and shall set forth with reasonable particularity the grounds for the notice and shall be signed by the employee or authorized employee representative in compliance with New York State Labor Law Section 27(b) and its implementing Regulations.

#### 10. Retaliation

No employee is subject to criticism, reprisal, retaliation or disciplinary action by the College for good faith reporting pursuant to the Program. Individuals who make false and malicious complaints of workplace violence, as opposed to complaints that, even if erroneous, are made in good faith, may be subject to disciplinary or other appropriate action.

#### 11. Recordkeeping

All recordkeeping and reporting shall be made in compliance with the applicable law and regulation (currently New York Labor Law Sections 27-a and 27-b and 12 NYCRR Part 800.6) and the Policy and Program.

#### 12. Program Effectiveness and Evaluation/Post-Incident Response



**LaGuardia Community College  
Workplace Violence Advisory Team**

<b>Name</b>	<b>Title</b>	<b>Phone Number</b>	<b>E-Mail Address</b>
James Grantham (Chair)	Director of Public Safety	(718) 482-5559	<a href="mailto:jgrantham@lagcc.cuny.edu">jgrantham@lagcc.cuny.edu</a>
Seurette Bazelais	Program Coordinator - Coop Education	(718) 482-5204	<a href="mailto:sbazelais@lagcc.cuny.edu">sbazelais@lagcc.cuny.edu</a>
Mildred DellaPina	Director of Payroll	(718) 482-5517	<a href="mailto:mdellapina@lagcc.cuny.edu">mdellapina@lagcc.cuny.edu</a>
Javier Larenas	Senior College Lab Technician – Photography Program - Humanities	(718) 482-4079	<a href="mailto:jlarenas@lagcc.cuny.edu">jlarenas@lagcc.cuny.edu</a>
Luis Merchant	Student Judiciary Officer – Student Affairs	(718) 482-5183	<a href="mailto:luism@lagcc.cuny.edu">luism@lagcc.cuny.edu</a>
Cheryl Still	Specialist - Human Resources	(718) 482-5079	<a href="mailto:cstill@lagcc.cuny.edu">cstill@lagcc.cuny.edu</a>
Regina Varin-Mignano	Coordinator, Student Services& Disabled Students Program	(718) 482-5253	<a href="mailto:rvarin-mignano@lagcc.cuny.edu">rvarin-mignano@lagcc.cuny.edu</a>

## HIGH RISK LOCATIONS/RISK FACTORS

*This section is completed by your College, based on the results of the most recent physical site evaluation. It lists the risk factors identified during the physical site evaluation and recommends appropriate measures to address these risks.*

**How the identified risk factors have been/are being addressed**

### LaGCC Plan

The College will explore the feasibility of installing emergency duress buttons for selected areas through its current telephone system infrastructure so that an emergency duress signal is sent to the Public Safety Office with a press of the pre-programmed telephone button)

A physical survey of all exit stairwells was conducted by the College. As a result, Exit E in the M Building was identified to be poor in terms of lighting levels. Work is underway for installation of additional lighting fixture in Exit E

The Office of Public Safety is identifying proposed locations and will purchase parabolic mirrors. The Building Operations Department will install the mirror when the mirrors are received.

Installation of camera on the exterior of B Building and C Building may be difficult. B Building is rented building. As for the C Building, the presence of sidewalk bridges that have been installed due to poor exterior façade conditions have limited the College ability to install well positioned surveillance camera. Sidewalk bridges are equipped with functioning lights. Periodic patrol of the building perimeters by the Public Safety Officers are conducted at all times.

Public Safety will explore the feasibility of installing card access controls

- Block off with sheetrock areas dead-end area under:
  - Exit D stairs in M-Building
  - Exit "B" stairs in M-Building
  - Stair near MB01 M-Building

The Building Operations Department will perform the work (card access installation)

MB-64 - This requires re-design of the space and the adjacent Bursar Office. College will look to re-design the space when Bursar moves to the C Building in Fall,2012.)

KEY CONTACT INFORMATION AND SPECIFIC CAMPUS RESOURCES			
<b>Workplace Violence Advisory Team (WVAT)</b>  <i>List of members with contact information OR location where this information is posted on campus or on the College web site (i.e., URL).</i>	James Grantham	Public Safety	x5559
	Luis Merchant	Office of Student Affairs	x5180
	Regina Varin-Mignano and Learning	Students With Disabilities	x5253
	Seurette Bazalias	Cooperative Education	x5204
	Cheryl Still	Human Resources	x5075
	Mildred Dellapina	Payroll	x5518
	Javier Larenas,	Humanities	x4028
<b>Instructions on accessing your College's Workplace Violence Prevention Program</b>  <i>Including contact information OR location where this information is made available by the College.</i>	<a href="http://www.lagcc.cuny.edu/humanresources/Policies/WorkplaceViolence-Prevention.pdf">http://www.lagcc.cuny.edu/humanresources/Policies/WorkplaceViolence-Prevention.pdf</a>		
<b>Additional Campus Resources and Contacts</b>  <i>List of additional campus contacts and resources available to assist with awareness and prevention efforts, training, or issues related to workplace violence.</i>	Public Safety Dept. E-100 x5555  VP of Student Affairs C-317 x5180  Human Resources E-408 x5080  Legal / Labor Relations x5077 E-512		

### QUESTIONS?

*If you have questions about the information provided in your campus workplace violence prevention training, please contact the following representative(s) at the College.*

<b>Name</b>	<b>Title/Department</b>	<b>Phone</b>	<b>Email</b>	<b>Hours of Availability</b>
<b>Mildred Dellapina</b>	<b>Payroll</b>	<b>718-482-5517</b>	<b>mdellapina@lagcc.cuny.edu</b>	<b>9:00am – 5:00pm</b>
<b>James Grantham</b>	<b>Public Safety</b>	<b>718-482-5559</b>	<b>jgrantham@lagcc.cuny.edu</b>	<b>9:00am – 5:00pm</b>
<b>Cheryl Still</b>	<b>Human Resources</b>	<b>718-482-5079</b>	<b>cstill@lagcc.cuny.edu</b>	<b>9:00am – 5:00pm</b>