



CATALOG
2022 - 2024



Vision

Roxbury Community College empowers the community through education that matters.

Mission Statement

Roxbury Community College (RCC) provides a nurturing environment, where all community members are welcome, regardless of past education. We transform lives through excellence and innovation, preparing our learners for active citizenry and success in a changing world

Strategic Initiatives (2022-2024)

- Achieve and maintain long-term financial stability
- Improve the collection, analysis and use of data
- Anticipate employment and training needs of various industries and expand programming to meet those needs
- Increase our efforts to actively engage the internal and external communities
- Expand professional and skill development opportunities for all employees
- Offer holistic support services for all students, and
- Offer comprehensive, flexible and alternative learning opportunities

Institutional Proficiencies for RCC Graduates

When students graduate from RCC, they will be able to demonstrate:

- A broad base of knowledge in the mathematical methods and technology, history, culture, humanities, natural and social sciences
- Logical and analytical thinking skills which will enable students to pursue life-long learning
- Effective communication in academic and professional settings
- Mastery of basic computer skills for professional and personal use
- An awareness of issues that arise within a multicultural context
- Time management skills that address multi-phase projects
- Strategies for balancing career, educational, and personal goals, and
- Standards of integrity and personal responsibility in professional and social environments.



Welcome from Dr. Jonathan K. Jefferson, 18th President of Roxbury Community College

I am proud of the incredible progress made at RCC since I officially joined the College as president in July 2024.

We've achieved many important accomplishments through collaboration, perseverance, and hard work. We started the semester with a welcome week, highlighted by the [back-to-school BBQ and school supply giveaway](#) sponsored by DoorDash, where we announced a \$75,000 donation to the Rox Box. In October, we opened [two brand new computer labs](#) with 62 computers. In total, over 300 computers are now available on-demand to RCC students! The Reggie Lewis Track and Athletic Center (RLTAC) recently announced [a new partnership with the Boston Athletic Association \(BAA\)](#), which includes a four-year financial commitment that may exceed \$1.3 million. Additionally, RCC's Student Life team launched the Navigate 360 application to support student success\ and the [Center for Workforce Development](#) secured [\\$700,000 from MassCEC](#) to expand RCC's energy auditor training program.

The achievements above are just a few major milestones from the fall 2024 semester. Success like this is a testament to a shared commitment to RCC, our mission, and our students. I encourage everyone to pause, reflect, and take a moment to celebrate our shared success.

Another major accomplishment from the fall semester was RCC's 30% year-to-year increase in enrollment. At present, 2,155 students are enrolled in credit classes, and an additional 515 are enrolled in non-credit programs; RCC is currently serving 2,670 students! The incredible growth in enrollment is cause for celebration, but the hard work is not done. I extend my deepest thanks to the RCC community for continuing our efforts to increase enrollment and retention.

We've had many public-facing successes to celebrate, and alongside these incredible public announcements, we're completing the complex, internal systems improvement work that's rarely celebrated. It's important to recognize the excellent work underway.

The IT department recently completed the Jenzabar cloud migration; final adjustments are underway, and most systems were fully operational within 48 hours of the migration. Simultaneously, the IT department is implementing 25Live and Slate (with significant support from RCC's Enrollment Management Team), overseeing emergency upgrades in the Jenzabar financial module, and implementing PRR Quick Wins. Additionally, the entire College community has worked collaboratively to decrease the overall operating budget, and all cost centers are sticking to their promises.

Thank you again for your hard work and commitment to RCC. I am proud of our success and can't wait to see all we accomplish together.

Sincerely,

Dr. Jonathan K. Jefferson
President, Roxbury Community College

presoffice@rcc.mass.edu

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ACADEMIC HEADING

ACADEMIC CATALOG 2024-2025

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About Roxbury Community College

At Roxbury Community College, we put students first. Your success is our success, and we're committed to providing you with the resources you need to excel.

President's Welcome Message

Roxbury Community College provides a nurturing environment, where all community members are welcome, regardless of past education. We transform lives through excellence and innovation, preparing our learners for active citizenry and success in a changing world.

RCC Governing Boards and Offices

The leadership team at Roxbury Community Colleges includes President Jonathan K. Jefferson, the Executive Operations Team, the Executive Leadership Council and the Senior Leadership Council. RCC's leaders are committed to the College's mission of ensuring that quality, affordable education is available to all. A community-based Board of Trustees appointed by the Governor of the Commonwealth of Massachusetts works with the College's President to ensure that Roxbury Community College is an effective educational institution providing a strong vehicle for the community to grow and prosper.

COURSES

ALL COURSES

PROGRAMS

PDF PROGRAM LIST

Program

Art Transfer
 Art Transfer
 Art Transfer
 Art Transfer
 Business Administration Career
 Business Administration Career

Degree

Associate in Arts
 Associate in Arts
 Associate in Arts
 Associate in Arts
 Associate in Science
 Associate in Science

PROGRAM DETAILS

Program Overview

Donna Brunelli, *Chair Science Division*
 Science 51
 301-784-5246
<https://www.rcc.mass.edu/biology>

This transfer pattern is designed for students planning to transfer to a four-year degree program with a major in biology or in a pre-professional area such as pre-medicine, pre-pharmacy, pre- veterinary medicine or pre-dentistry. The transfer pattern provides all the basic science, mathematics, and general studies transfer courses that are required during the first two years of a general four-year program. The general studies listed below should be coordinated with transfer requirements at the four-year institution and adjusted accordingly, when necessary.

This is a transfer program and is designed to enable students to transfer to a four-year college or university. Check with your advisor and the Advising Center staff as soon as possible to ensure specific course transferability.

Successful completion of this program qualifies a student to apply for an Associate of Science degree in Arts and Sciences - Area of Concentration in Biology.

Course Requirements

Required Science Courses

Required General Courses

*ENG-103 or Arts and Humanities Elective - Depends on transfer institution. Consult advisor.

Required Elective Courses

Please consult with your advisor or the Advising Center staff for selecting appropriate **elective courses** for graduation.

Arts and Humanities Elective - 3 credits

Elective - 2 credits

Laboratory Science Elective - 4 credits

Social and Behavioral Science Elective - 3 credits

Program Path

BIOLOGY

AREA OF CONCENTRATION

PREPARATION FOR TRANSFER

FIRST SEMESTER FA 2024

ACS102 (The College Experience)
 ENG101 (English Comp. I)
 IST120 (or CIS141: Microcomp Apps)
 LANELECT (World Language Elective)
 MAT103+ (Math 103 or above)
 Total:

Credit Hours

3.00
 3.00
 3.00
 3.00
 3.00
 15.00

SECOND SEMESTER SP 2024

ENG102 (English Comp. II)	3.00
ENG110 (Intro to Speech)	3.00
HUMELECT (Humanities Electives)	3.00
LANELECT (World Language Elective)	3.00
SCIELECT (Lab Sci Elec See Hrs/Rec)	4.00
Total:	16.00

Credit Hours

THIRD SEMESTER FA 2025

HUMELECT (Humanities Electives)	3.00
HUMELECT (Humanities Electives)	3.00
SCIELECT (Lab Sci Elec See Hrs/Rec)	4.00
SSIELECT (Social Science Electives)	3.00
SSIELECT (Social Science Electives)	3.00
Total:	16.00

Credit Hours

FOURTH SEMESTER SP 2025

HUMELECT (Humanities Electives)	3.00
HUMELECT (Humanities Electives)	3.00
HUMELECT (Humanities Electives)	3.00
HUMELECT (Humanities Electives)	3.00
SSIELECT (Social Science Electives)	3.00
Total:	15.00

Credit Hours

* Depends on transfer institution. Consult advisor.

¹ Arts and Humanities elective must be from two different disciplines.

² Social and Behavioral Science elective must be from two different disciplines.

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

INSTITUTIONAL POLICIES

AFFIRMATIVE ACTION

Non-discrimination requires the elimination of all existing unlawful discriminatory conditions, whether purposeful or inadvertent. Roxbury Community College is continuing to systematically examine all policies and procedures to be sure that they do not, if implemented as stated, operate to the detriment of any person on the basis of a protected classification. The College shall require that the practices of those responsible in matters of employment and education, including all supervisors and faculty, are non-discriminatory. Should the College discover discrimination in treatment or effect in any employment, educational or service decision, action, inaction, or practice within the College, all appropriate corrective and/or disciplinary actions shall be taken under the direction of the President of the College subject to any applicable collective bargaining agreement or other policy or procedure of the College. Roxbury Community College is committed to a policy of Affirmative Action, equal opportunity, equal education, non-discrimination, and diversity, thereby providing a learning, working, and living environment for its students, employees and other members of the College Community, which values the diverse backgrounds of all people. The College believes that the diversity of socio-economic, racial, ethnic, religious, gender, sexual orientation, age, and disability backgrounds of members of the College community enriches the institution and its various constituencies. The College will not tolerate behavior based on bigotry, which has the effect of discriminating unlawfully against any member of their communities. Roxbury Community College is committed to providing equal access to educational, co-curricular, and employment opportunities at the College for all applicants, students, and employees in compliance with all applicable laws, regulations, and policies. All benefits, privileges, and opportunities offered by the Colleges are available to all students, employees and other persons having dealings with the institutions on a non-discriminatory basis. The complete text of this policy is in the office of Human Resources, and may be found online at <https://www.rcc.mass.edu/footer/policies-procedures.html> or in the "Affirmative Action & EEO" link at the bottom of the RCC main web page

Policy

It is the responsibility of every user of information resources to know the Information Security Policies and the acceptable use of information resources, and to conduct their activities accordingly.

General Use

- Safeguard user accounts and passwords, and use them only as authorized
- Respect all pertinent licenses, copyrights, contracts, as well as other restricted and proprietary resources
- To accommodate employees, Roxbury Community College understands employees will access the Internet for personal needs periodically
- It is expected that employees will exercise good judgment regarding the reasonableness of personal use and any question regarding appropriate use will be decided by management
- Notify the appropriate system, network and/or security administrator(s) of any suspected or actual security violations/incidents
- Secure all unattended workstations from unauthorized viewing or use
- All workstations must be configured to automatically

CHILDREN ON CAMPUS

Unattended children are not permitted on campus. Children should not accompany their caregivers to testing, classroom, or laboratories while classes are in session. If you need assistance identifying dependable day care, the Project Access at RCC Office may be able to assist.

ACCEPTABLE USE POLICY

Purpose

This policy outlines the acceptable use of information resources at Roxbury Community College and applies to employees, contractors, consultants, temporaries, and other staff at Roxbury Community College, including all personnel and affiliated via third party contractors. This policy applies to all data and equipment that is owned or leased by Roxbury Community College. The purpose of this policy is to protect employees, partners and the College against internal and/or external exposure of confidential information, malicious activity, including the compromise of systems and services, legal issues, financial loss, and damage to reputation by individuals, either knowingly or unknowingly.

Scope

Personnel using data and information resources (including but not limited to Internet/Intranet/Extranet-related and core systems, computer equipment, software, operating systems, storage media, and network accounts providing electronic messaging), must use them for business purposes in accordance with their job functions and responsibilities, serving the interests of the College and the customers in a legal, ethical, responsible, and secure manner, with respect for the rights of others.