

CAMBRIDGE COLLEGE

SCHOOL of MANAGEMENT



HEALTHCARE PROGRAMS

2009 FALL SCHEDULE OF COURSES

This schedule is subject to change. Please refer to the online schedule for course updates.

9/17/09

IMPORTANT INFORMATION ABOUT ON-LINE REGISTRATION **PLEASE READ BEFORE PROCEEDING**

Welcome to the Cambridge College Web Based Registration Fall 2009 Course Schedule. Through the web module, students may view the fall course schedule on-line, register for courses and view their academic records, including grade reports. Before you begin the process of registering online, please familiarize yourself with the following information:

- **Organization of Course Schedule:** The attached schedule is organized by degree program in alphabetical order: Baccalaureate degree programs, Doctoral Program (EDD), Certificate of Advanced Graduate Studies (CAGS), Master of Education in Counseling Psychology, Master of Education (M.Ed.) and Master of Management (MM). Within each degree program, the courses are listed alphabetically by course prefix. Prefixes indicate the content of the course, i.e., ART is the prefix for ART courses. Please check with your program of study and/or your advisor to make sure you are registering for the correct courses.
- The codes for the sections and days of the week are as follows:

Sections:

AU = Augusta, GA (NITE)	CH= Cambridge Health	IL= Institute Life Learning	NW=Newton-Wellesley Hospital
BM= Boston Medical	CF= Ontario, California Center	JH= Jordan Hospital	PR = Puerto Rico Center
BH= Blended Learning Chesapeake	CL= Cambridge lab	KH= Kindred Hospital-Stoughton	RS= Radius Specialty-Boston
BL= Blended Learning Cambridge	CW= Children's Hosp- Waltham	LA=Lawrence, MA Ctr.	SB = South Boston, VA
BM= Boston Medical	DD= Doctoral Program	ME=Mass Eye & Ear	SP = Springfield Center
BS= Blended Learning Springfield	DL = Distance Learning	MG= Mass General Hosp	SR= Spaulding Rehab
CA = Cambridge	FH= Falmouth Hospital	MV= Merrimack Valley Hosp	TN= Memphis, TN
CC= Cape Cod Hospital	GA= Augusta, GA Center	NB=Newbury St. location	VA = Chesapeake, VA Ctr.
WM Williamstown, MA			

Weekdays:

U= Sunday	AM= Alternate Monday	PT = Professional Seminar Tuesday
M= Monday	AT= Alternate Tuesday	PW= Professional Seminar Wednesday
T=Tuesday	AW= Alternate Wednesday	PH = Professional Seminar Thursday
W= Wednesday	AH= Alternate Thursday	WS= Spring Workshop Saturday
H= Thursday	AF= Alternate Friday	TB= TBA
F= Friday	AS= Saturday	
S= Saturday		

- **Locations and Times:** Please check the web on a regular basis for additional course information, location and room assignments.
- **ILP (Independent Learning Project) and Seminars:** All students registering for their final Professional Seminar are required to register for their Independent Learning Project. All of the ILP sections are not included on the attached course schedule, but will appear on the web site. To register for the ILP, use the same section number as your Professional Seminar. For example, if you were registering for Professional Seminar EED692 **CA02**, your Independent Learning Project would be EED800 **CA02**.

This schedule is subject to change. Please refer to the online schedule for course updates.

IMPORTANT REGISTRATION POLICIES

Registration Period

All continuing students must complete on-line registration **August 1-31, 2009**. However, students may add/drop courses through **October 5, 2009**. Registration will be closed after the add/drop period and students may not retroactively register for courses.

Add/Drop

The fall semester add/drop deadline is **October 5, 2009**. Students who do not attend a class and do not officially drop within the add/drop period are responsible for full tuition. Please see the academic catalog and/or student handbook for policies on tuition credit for dropped courses. If notification of a drop is received after the add/drop period, the academic record will reflect “WD” and financial liability is in effect as described in the Academic Catalog and/or Student Handbook.

Academic Load

Full time undergraduate students may register for a maximum of 15 credits. Full time graduate students may register for a maximum of 12 graduate credits. The Vice President for Academic Affairs must approve all exceptions to this policy.

Auditing

Students wishing to audit a course must contact the Registrar’s Office to verify that the course is available for auditing. Please note that audited courses are not counted toward degree completion, cannot be converted to credit at a later date, and are not eligible for financial aid. Practicum and Internship courses may not be audited.

Class Lists

Students must officially register for a course in order to appear on the official class list. Only students whose names appear on the official course list may receive credit for the course. An officially registered student is one who has successfully completed the registration process.

Fall 2009/2010

September

- 07 Labor Day (Offices closed, No classes held)
- 12 All Program Orientation for New CP, ED and BA students
- 15-16 Registration/Orientation week for New Graduate and Undergraduate Students, CP-9/15; ED-9/16; BA-9/16
- 17&19 Management Registration & Management Seminar begins
- 21 **Term Begins for all programs**

October

- 05 Last Day for DROP/ADD, Independent/Focus Study Submissions
- 05 Last Day for ADD/DROP Late ILP/IRP Capstone registration
- 12 Columbus Day (Offices closed, Classes held)
- 14 Faculty Forum (1:00 to 3:00 p.m.)
- 17 **Graduate Workshops**
- 30 Intent to graduate forms for January 2010 graduates due to Registrar

November

- 02 Satisfactory Academic Progress (SAP) and Incomplete Grade Notices to All Students
- 11 Veterans Day Observed (Offices closed, Classes held)
- 12 First day for students to begin on-line exit interview counseling at www.mappingyourfuture.org for all students with loans who are completing undergraduate or graduate work in 5/2010
- 13 HOLD notices to all students (Admission, Business, Financial, Academic Graduation)
- 13 Faculty Planning Day (10:00 to 3:00 p.m.)
- 14 **Graduate Workshops**
- 26-27 Thanksgiving Holiday (Offices closed, No classes held)*

December

- 01 Continuing Student Web-Registration Opens for Spring 2010 Term – **Month of December** www.cambridgecollege.edu
- 09 Faculty Forum (1:00 to 3:00 p.m.)

- 11 ILP/IRP to be submitted to faculty
- 14 Last day to complete exit interview counseling at www.mappingyourfuture.org for all students with loans who are completing their undergraduate or graduate work on 1/2010
- 14 Last day for all financial aid documentation to be received by office for fall awards to be processed.

23-01/03/10

- Winter Recess, (offices open, No classes held)
- 24 Christmas Eve ½ day (Observed)
- 25 Christmas Day (Offices closed, No classes held)
- 31 New Year's Eve ½ day (Observed)
- 31 New student Accepts for Spring 2010 may register www.cambridgecollege.edu

January 2010

- 01 New Year's Day (Offices closed, No classes held)
- 04 Classes Resume
- 09 **Term Ends for Graduate Programs**
- 15 IRP/ILP due in the VP for Academic Affairs' Office
- 15 Grade Sheets Due for all Grad/Degree completions and continuing students
- 16 **Term Ends for the Undergraduate Programs**
- 18 Martin Luther King, Jr. Birthday (Offices closed, Classes held)
- 18-29 Academic Clearance Process (includes: Business Office & Financial Aid)
- 22 Grade Sheets due for Undergraduate/degree completion and continuing students
- 23 Graduate Program Orientation for New CP and ED students
- 25-27 Registration/Orientation week for New Graduate and Undergraduate Students
- 26 Intent to graduate forms for June 2010 graduates due to Registrar
- 28&30 Management Registration & Management Seminar begins
- 29 Fall 2010 Degree Conferral Date

* Individual faculty members determine the make-up of this class.

Cambridge College
Schedule
2009-2010 Fall Semester 1

Healthcare/Management

HC Healthcare

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Management - Directed Study

DMG 605 MG01 Grant Writing

1.00 Mary-Louise White

Open

Loc: Cambridge Main Campus
Bldg: Management Building 17

6:00 pm-9:30 pm
12/11/2009

Loc: Cambridge Main Campus
Bldg: Management Building 17

9:00 am-5:00 pm
12/12/2009

MGT - Healthcare

MHC 520 CA01 Fundamentals of Computing for Health Care Professionals

3.00 TBA

Open

Loc: Cambridge Main Campus
Bldg: Management Building 17

9:00 am-5:00 pm Rm302M
10/03/2009
10/17/2009
10/25/2009

Loc: Cambridge Main Campus
Bldg: Management Building 17

9:00 am-5:00 pm Rm304M
09/26/2009

MHC 710 CC01 Risk Management in Health Care

3.00 John A. Brennan

Open

Loc: Hyannis
Bldg: Cape Cod Hospital

9:00 am-5:00 pm Rm5BCNF
10/17/2009
11/21/2009

Loc: Hyannis
Bldg: Cape Cod Hospital

9:00 am-5:00 pm Rm 5BCNF
10/18/2009
11/22/2009

MHC 720 KH01 The U.S. Healthcare System

3.00 Frances C. Fairbanks

Open

Loc: Kindred Hospital-Stoughton, MA
Bldg: 909 Sumner - Theater

9:00 am-5:00 pm
09/26/2009
10/31/2009

Loc: Kindred Hospital-Stoughton, MA
Bldg: 909 Sumner - Theater

9:00 am-5:00 pm
09/27/2009
11/01/2009

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MGT - Healthcare

MHC 730 CA01 Health Care Information System	3.00	TBA	Open	<p>Loc: Cambridge Main Campus Bldg: Management Building 17 9:00 am-5:00 pm Rm203M 11/07/2009</p> <p>Loc: Cambridge Main Campus Bldg: Management Building 17 9:00 am-5:00 pm Rm305M 12/12/2009</p>	<p>Loc: Cambridge Main Campus Bldg: Management Building 17 9:00 am-5:00 pm Rm 203M 11/08/2009 12/13/2009</p>
MHC 734 ME01 Professional Practice, Trends, and Issues in Informatics	3.00	Peter W. Droese	Full	<p>Loc: Cambridge Main Campus Bldg: Management Building 17 9:00 am-5:00 pm Rm203M 11/07/2009 12/05/2009</p>	<p>Loc: Cambridge Main Campus Bldg: Management Building 17 9:00 am-5:00 pm Rm 203M 11/08/2009 12/06/2009</p>
MHC 735 ME01 Health Care Informatics: Fieldwork Loc: Cambridge Main Campus 09/21/2009 - 01/09/2010	1.00	Peter W. Droese	Open		
MHC 740 CW01 Strategic Planning in Health Care	3.00	Ellen B. Alperen	Open	<p>Loc: Children's Hospital-Waltham Bldg: Conference Rm A 9:00 am-5:00 pm 10/10/2009 11/14/2009</p>	<p>Loc: Children's Hospital-Waltham Bldg: Conference Rm A 9:00 am-5:00 pm 10/11/2009 11/15/2009</p>
MHC 740 SR01 Strategic Planning in Health Care	3.00	Mary Ann McCarthy	Open	<p>Loc: City of Boston Bldg: Spaulding Rehabilitation 5:00 pm-9:20 pm Rm 6TH 10/29/2009 - 12/17/2009</p>	

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MHC 741 KH01	Terrorism and Disaster Management in a Health Care Setting	3.00	Ashley Pearson	Open
			Loc: Kindred Hospital-Stoughton, MA Bldg: 909 Sumner - Theater 9:00 am-5:00 pm 10/03/2009 11/07/2009	Loc: Kindred Hospital-Stoughton, MA Bldg: 909 Sumner - Theater 9:00 am-5:00 pm 10/04/2009 11/08/2009 Rm. Theatre 1st Flr.
MHC 741 SR01	Terrorism and Disaster Management in a Health Care Setting	3.00	Kevin A. Sweet	Full
			Loc: City of Boston Bldg: Spaulding Rehabilitation 9:00 am-5:00 pm Rm6TH 10/17/2009 11/21/2009	Loc: City of Boston Bldg: Spaulding Rehabilitation 9:00 am-5:00 pm Rm 6TH 10/18/2009 11/22/2009
MHC 750 JH01	Healthcare Policy and Ethics	3.00	Darlene A. Cunha	Open
			Loc: Plymouth Rm: Funkhauser A 9:00 am-5:00 pm 11/14/2009 12/12/2009	Loc: Plymouth Rm: Funkhauser A 9:00 am-5:00 pm 11/15/2009 12/13/2009
MHC 750 NW01	Healthcare Policy and Ethics	3.00	Ruth B. Smith	Open
			Loc: Town of Newton MA Bldg: Newton-Wellesley Hospit 9:00 am-5:00 pm RmSLVRM 10/24/2009 12/05/2009	Loc: Town of Newton MA Bldg: Newton-Wellesley Hospit 9:00 am-5:00 pm Rm SLVRM 10/25/2009 12/06/2009

Management

MMG 504 JH01	Computer Applications for Business	3.00	TBA	Open
			Loc: Plymouth Bldg: Jordan Hospital 9:00 am-5:00 pm RmC-LAB 10/03/2009 11/07/2009	Loc: Plymouth Bldg: Jordan Hospital 9:00 am-5:00 pm Rm C-LAB 10/04/2009 11/08/2009

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MMG 505 KH01 Graduate Writing		3.00	TBA	Open						
				Loc: Kindred Hospital-Stoughton, MA Bldg: 909 Sumner - Theater 9:00 am-5:00 pm 10/10/2009 10/24/2009 12/05/2009			Loc: Kindred Hospital-Stoughton, MA Bldg: 909 Sumner - Theater 9:00 am-5:00 pm 10/25/2009			
MMG 508 BM01 Information Research and Technology		3.00	Catherine A. Seo	Open						
				Loc: Cambridge Main Campus Bldg: Management Building 17 9:00 am-5:00 pm Rm304M 10/03/2009 10/24/2009			Loc: Cambridge Main Campus Bldg: Management Building 17 9:00 am-5:00 pm Rm 304M 10/04/2009 10/25/2009			
MMG 511 CC01 Foundations of Management		3.00	Raymond C. Guillette	Open						
				Loc: Hyannis Bldg: Cape Cod Hospital 5:00 pm-9:20 pm Rm MEDC 10/27/2009 - 12/15/2009 loc: med ctr conf. rm.						
MMG 511 MH01 Foundations of Management		3.00	TBA	Open						
				Loc: Taunton Bldg: Morton Hosp 88 Washing 5:00 pm-9:20 pm 10/29/2009 - 12/17/2009						
MMG 511 NW01 Foundations of Management		3.00	TBA	Open						
				Loc: Town of Newton MA Bldg: Newton-Wellesley Hospit 5:00 pm-9:20 pm Rm B1 10/29/2009 - 12/17/2009						

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MMG 512 CW01 Organizational Environment			3.00	TBA	Open
<p>Loc: Children's Hospital-Waltham</p> <p>5:00 pm-9:20 pm 10/28/2009 - 12/16/2009</p>					
MMG 517 SR01 Research Methods for Managers			3.00	Liza D. Molina	Open
<p>Loc: City of Boston</p> <p>Bldg: Spaulding Rehabilitation</p> <p>5:00 pm-9:20 pm 10/28/2009 - 12/16/2009</p>					
MMG 691 BM01 Management Seminar I:Self-Diagnosisand Professional Development			2.00	TBA	Open
<p>Loc: Cambridge Main Campus</p> <p>Bldg: Management Building 17</p> <p>5:00 pm-9:20 pm Rm 205M 09/22/2009 - 10/20/2009</p>					
MMG 691 CC01 Management Seminar I:Self-Diagnosisand Professional Development			2.00	Raymond C. Guillette	Open
<p>Loc: Hyannis</p> <p>Bldg: Cape Cod Hospital</p> <p>5:00 pm-9:20 pm Rm 5BCNF 09/22/2009 - 10/20/2009</p>					
MMG 691 CW01 Management Seminar I:Self-Diagnosisand Professional Development			2.00	Patricia A. Crutchfield	Open
<p>Loc: Children's Hospital-Waltham</p> <p>Bldg: Ophthalmology Conf. Ro</p> <p>5:00 pm-9:20 pm 09/23/2009 - 10/21/2009</p>					
MMG 691 MH01 Management Seminar I:Self-Diagnosisand Professional Development			2.00	John A. Brennan	Open
<p>Loc: Taunton</p> <p>Bldg: Morton Hosp 88 Washing</p> <p>5:00 pm-9:20 pm 09/24/2009 - 10/22/2009</p>					

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Management						
MMG 691 NW01 Management Seminar I:Self-Diagnosisand Professional Development		2.00	Ellen B. Alperen	Open		
		<p>Loc: Town of Newton MA Bldg: Newton-Wellesley Hospit 5:00 pm-9:20 pm Rm B1 09/24/2009 - 10/22/2009 Rm Bowles 3 Sept 24th session</p>				
MMG 691 SR01 Management Seminar I:Self-Diagnosisand Professional Development		2.00	Ronald J. Doncaster	Open		
		<p>Loc: City of Boston Bldg: Spaulding Rehabilitation 5:00 pm-9:20 pm Rm 6TH 09/24/2009 - 10/22/2009</p>				
MMG 692 BM01 Management Seminar II: The Manageras Team Developer and Leader		2.00	Kenneth M. Farbstein	Open		
		<p>Loc: Cambridge Main Campus Bldg: Management Building 17 5:00 pm-9:20 pm Rm 303M 09/22/2009 - 10/20/2009</p>				
MMG 692 CC01 Management Seminar II: The Manageras Team Developer and Leader		2.00	Raymond C. Guillette	Open		
		<p>Loc: Hyannis Bldg: Cape Cod Hospital 5:00 pm-9:20 pm Rm 5BCNF 09/22/2009 - 10/20/2009</p>				
MMG 692 CW01 Management Seminar II: The Manageras Team Developer and Leader		2.00	Patricia A. Crutchfield	Open		
		<p>Loc: Children's Hospital- Waltham Bldg: Ophthalmology Conf. Ro 5:00 pm-9:20 pm 09/23/2009 - 10/21/2009</p>				
MMG 692 NW01 Management Seminar II: The Manageras Team Developer and Leader		2.00	Ellen B. Alperen	Open		
		<p>Loc: Town of Newton MA Bldg: Newton-Wellesley Hospit 5:00 pm-9:20 pm Rm B1 09/24/2009 - 10/22/2009</p>				

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MMG 692 SR01 Management Seminar II: The Manageras Team Developer and Leader	2.00	Ronald J. Doncaster	Open	<p>Loc: City of Boston Bldg: Spaulding Rehabilitation 5:00 pm-9:20 pm Rm 6TH 09/24/2009 - 10/22/2009</p>
MMG 693 BM01 Management Seminar III: ContinuousImprovement, Lifelong Learning and	2.00	Kenneth M. Farbstein	Open	<p>Loc: Cambridge Main Campus Bldg: Management Building 17 5:00 pm-9:20 pm Rm 303M 09/22/2009 - 10/20/2009</p>
MMG 693 CC01 Management Seminar III: ContinuousImprovement, Lifelong Learning and	2.00	Raymond C. Guillette	Open	<p>Loc: Hyannis Bldg: Cape Cod Hospital 5:00 pm-9:20 pm Rm 5BCNF 09/22/2009 - 10/20/2009</p>
MMG 693 CW01 Management Seminar III: ContinuousImprovement, Lifelong Learning and	2.00	Patricia A. Crutchfield	Open	<p>Loc: Children's Hospital-Waltham Bldg: Ophthalmology Conf. Ro 5:00 pm-9:20 pm 09/23/2009 - 10/21/2009</p>
MMG 693 NW01 Management Seminar III: ContinuousImprovement, Lifelong Learning and	2.00	Ellen B. Alperen	Open	<p>Loc: Town of Newton MA Bldg: Newton-Wellesley Hospit 5:00 pm-9:20 pm Rm B1 09/24/2009 - 10/22/2009</p>
MMG 693 SR01 Management Seminar III: ContinuousImprovement, Lifelong Learning and	2.00	Ronald J. Doncaster	Open	<p>Loc: City of Boston Bldg: Spaulding Rehabilitation 5:00 pm-9:20 pm Rm 6TH 09/24/2009 - 10/22/2009</p>

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MMG 694 BM01 Management Seminar IV:Current Issues in Management	2.00	Kenneth M. Farbstein	Open
<div style="border: 1px solid black; padding: 5px;"> <p>Loc: Cambridge Main Campus Bldg: 1000 Massachusetts Ave 5:00 pm-9:20 pm Rm 152 09/22/2009 - 10/20/2009</p> </div>			
MMG 694 BM02 Management Seminar IV:Current Issues in Management	2.00	Raymond D. Sanzone	Open
<div style="border: 1px solid black; padding: 5px;"> <p>Loc: Cambridge Main Campus Bldg: Management Building 17 5:00 pm-9:20 pm Rm 307M 09/22/2009 - 10/20/2009</p> </div>			
MMG 694 CC01 Management Seminar IV:Current Issues in Management	2.00	Raymond C. Guillette	Open
<div style="border: 1px solid black; padding: 5px;"> <p>Loc: Hyannis Bldg: Cape Cod Hospital 5:00 pm-9:20 pm Rm 5BCNF 09/22/2009 - 10/20/2009</p> </div>			
MMG 694 CW01 Management Seminar IV:Current Issues in Management	2.00	Patricia A. Crutchfield	Open
<div style="border: 1px solid black; padding: 5px;"> <p>Loc: Children's Hospital-Waltham Bldg: Ophthalmology Conf. Ro 5:00 pm-9:20 pm 09/23/2009 - 10/21/2009</p> </div>			
MMG 694 NW01 Management Seminar IV:Current Issues in Management	2.00	Ellen B. Alperen	Open
<div style="border: 1px solid black; padding: 5px;"> <p>Loc: Town of Newton MA Bldg: Newton-Wellesley Hospit 5:00 pm-9:20 pm Rm B1 09/24/2009 - 10/22/2009 Rm Bowles 3 Sept 24th session</p> </div>			
MMG 694 SR01 Management Seminar IV:Current Issues in Management	2.00	Ronald J. Doncaster	Open
<div style="border: 1px solid black; padding: 5px;"> <p>Loc: City of Boston Bldg: Spaulding Rehabilitation 5:00 pm-9:20 pm Rm 6TH 09/24/2009 - 10/22/2009</p> </div>			

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MMG 800 BM01 Independent Learning Project	3.00	Kenneth M. Farbstein	Open
Loc: Cambridge Main Campus	09/22/2009 - 10/20/2009		
MMG 800 BM02 Independent Learning Project	3.00	Raymond D. Sanzone	Open
Loc: Cambridge Main Campus	09/22/2009 - 10/20/2009		
MMG 800 CC01 Independent Learning Project	3.00	Raymond C. Guillette	Open
Loc:	09/21/2009 - 01/09/2010		
MMG 800 JH01 Independent Learning Project	3.00	Joanne M. Baker	Open
Loc:	09/21/2009 - 01/09/2010		
MMG 800 MG01 Independent Learning Project	3.00	Mary-Louise White	Open
Loc:	09/21/2009 - 01/09/2010		
MMG 800 NW01 Independent Learning Project	3.00	Ellen B. Alperen	Open
Loc: Town of Newton MA	09/21/2009 - 01/09/2010		
MMG 800 SR01 Independent Learning Project	3.00	Ronald J. Doncaster	Open
Loc:	09/21/2009 - 01/09/2010		
MMG 801 NW01 Independent Learning Project	3.00	Ellen B. Alperen	Full
Loc:	09/21/2009 - 01/23/2010		