LeMoyne-Owen COLLEGE

LEADERSHIP. OPPORTUNITY. CHANGE.

COLLEGE CATALOG

2021-2023

COVID-19

And

Academic Catalog Revisions

LeMoyne-Owen College has been actively addressing the new realities to the novel coronavirus (COVID-19) pandemic. In response to the pandemic, the College has developed COVID-19 protocols based on guidance from the Shelby County Health Department (SCHD) and the Centers for Prevention and Disease Control (CDC). A COVID Task Force, a cross-section of administrators, faculty, and staff began work during the spring 2020 semester and will remain vigilant to enforce outlined protocols and practices to ensure the health and safety of the campus community.

The following precautions will be implemented:

- Cleaning procedures have been implemented and a contractor has been hired to provide on-going cleaning of the campus.
- Daily checks including temperature and health screening will be initiated. The Daily Symptom Checker can be downloaded to any Apple or Android device.
- Class sizes will be reduced to approximately 50% capacity and subject to adjustments due to pandemic status.
- COVID-19 protocols and approval will be required for all LOC affiliated meeting and conference workspaces on and off campus.
- CDC recommended six feet of distance between individuals will be enforced.
- Furniture in community spaces in the residence halls and in other campus buildings will be modified to encourage appropriate social distancing.
- Communal spaces will be limited by capacity guidelines.
- Classroom protocols have been developed.
- Face coverings will be required to be worn by all students, faculty, staff, and visitors.

All faculty and staff must be vaccinated or at least have their first vaccine dose by **August 5, 2021.**

All students who will live and/or attend class on campus are required to have at least their first dose of the COVID-19 vaccine by **August 5, 2021.**

All employees and students must sign the LOC COVID-19 Attestation Form indicating they understand the institution's policies, guidelines, and protocols regarding keeping the environment as safe as possible, COVID-19 testing, contact tracing, quarantine, and isolation procedures, and that they agree to try in good faith, to abide by those policies. The full COVID-19 Protocols can be found on the college's website.

Questions should be directed to the COVID-19 Coordinator, Robin Douglas.

Office Phone: (901) 435-1238

Email: COVIDresponse@LOC.edu

MISSION STATEMENT

LeMoyne-Owen College delivers a transformative experience, educating students for a lifetime of scholarship, leadership, and service through liberal arts, career and professional studies.

VISION STATEMENT

To be an exemplary historically black college providing an excellent liberal arts education that transforms urban students, institutions and communities.

DISABILITY STATEMENT

It is the policy of LeMoyne-Owen College to comply with Section 504 of the Rehabilitation Act of 1973, and with the Americans with Disabilities Act of 1990 providing reasonable accommodations to qualified students with disabilities.

ACCREDITATIONS, AFFILIATIONS & MEMBERSHIPS

LeMoyne-Owen College is accredited by the Southern Association of Colleges and Schools Commission on Colleges to award the baccalaureate degree and the associate degree. Contact the Commission on Colleges at 1866 Southern Lane, Decatur, Georgia 30033-4097 or call 404-679-4500 for questions about the accreditation of LeMoyne-Owen College.

The Commission on Colleges should be contacted only if there is evidence that appears to support that LeMoyne-Owen College is non-compliant with a Commission requirement or standard.

The Division of Education at LeMoyne-Owen College is accredited by the *Council for the Accreditation of Educator Preparation (CAEP)*, formerly known as *the National Council for Accreditation of Teacher Education (NCATE)*.

LeMoyne-Owen College is a member of the *American Association of Colleges of Teacher Education* and is approved to offer programs leading to licensure by the Tennessee State Department of Education.

The *Accreditation Council for Business Schools and Programs (ACBSP)* has accredited the college's business programs.

LeMoyne-Owen is designated as a National Center of Academic Excellence in Cybersecurity in Cyberdefense Education through the Department of Homeland Security and National Security Agency (2019-2024).

LeMoyne-Owen is a United Church of Christ-affiliated institution.

LeMoyne-Owen is affiliated with the Tennessee Baptist Missionary & Educational Convention.

LeMoyne-Owen is affiliated with the Tennessee Independent Colleges & Universities Associations (TICUA).

LeMoyne-Owen is a member of the American Council on Education (ACE).

LeMoyne-Owen is a member of the American Association for Collegiate Registrars and Admissions Officers (AACRAO).

LeMoyne-Owen is a member of the Association of American Colleges and Universities (AACU).

LeMoyne-Owen is a member of the Council for Higher Education Accreditation (CHEA).

LeMoyne-Owen is a member of the CollegeBoard.

LeMoyne-Owen is a member of the Council of Independent Colleges (CIC).

LeMoyne-Owen is a member of the National Association of Colleges and Employers (NACE).

LeMoyne-Owen is a member of the Southern Association of Collegiate Registrars and Admissions Officers (SACRAO).

LeMoyne-Owen is a member of the Tennessee Association of Collegiate Registrars and Admissions Officers (TACRAO).

LeMoyne-Owen is a member of the United Negro College Fund (UNCF).

UNCF
A mind is a terrible thing to waste®

Title IX Statement

Title IX of the Education Amendments of 1972 is the federal law the prohibits discrimination on the basis of sex (gender) in any educational program or activity that receives federal funding. For more information about Title IX, see the Office of Civil Rights website.

LeMoyne-Owen College expects that all members of the college community, students and employees, should be able to pursue their education and work in a safe environment, free from sex/gender-based harassment and discrimination. To this end, the college is committed to maintaining a learning and working environment free from sexual and gender-based discrimination, pregnancy discrimination, harassment, sexual assault, sexual exploitation, sexual intimidation, stalking, dating violence, domestic violence, or any other behavior that is non-consensual or has the purpose of effect of coercing a person or persons. This applies to same-sex members of the opposite sex as well as actions occurring through the use of social media. The college's policy aims to eradicate sexual harassment through education, training, campus resources, clear procedures for responding to reports of sexual harassment, and consequences for violations of this policy.

Report an incident: Angela K. Ventura-Wooten, Title IX Coordinator 901-435-1751

LEMOYNE-OWEN COLLEGE

MESSAGE FROM THE PRESIDENT

Greetings Magicians!

The LeMoyne-Owen College Catalog serves as the official document of authority for the campus. It is your contract with the institution.

The Catalog will prove to be an excellent resource throughout your matriculation. Herein, you will find information about curriculum, student services, academic programs, student support systems and resources, and other essential information you'll need to know for a successful college career.

Thank you to each administrator, faculty and staff member who have proposed language, reviewed, and provided comments to improve the Catalog. The process of developing a revised catalog has demonstrated the implementation of shared governance and has been a collaborative process with each stated above playing a key and contributory role. It is my hope that this spirit of collaboration will continue to serve as a framework for the shared responsibility necessary to effectively operate and move LeMoyne-Owen College forward!

Magically yours,

Vernell Bennett-Fairs, Ed.D.
President

LEMOYNE-OWEN COLLEGE

PRESIDENT'S EXECUTIVE TEAM

Dr. Vernell A. Bennett-Fairs
President

Dr. Lisa J. Lang
Provost and Vice President, Academic Affairs

Mr. Curtis Creagh
Vice President, Finance/CFO

Dr. Tara Dunn-Ross
Vice President, Student Affairs

Mr. Charles G. Elliott
Vice President, Information Technology & Facilities

2021-2022 Calendar

Fall 2021

Event	Start Date	End Date
Fall 2021 Advising Begins	March 22	
Early Registration Begins	March 29	
Faculty and Staff Institute	August 5	August 6
New Student Residence Hall Move-In (by appointment only)	August 10, 2021	August 11
Fall Registration	August 11	August 13
Returning Student Residence Hall Move-In (by appointment only)	August 12, 2021	August 13
Last Date to Submit SAP Appeal	August 12	
Late Registration Full Semester	August 15	August 19
Full Fall Semester	**August 16, 2021**	**November 23, 2021** (Includes final exam week) Last day of classes is **November 16th**
Fall 2021 Full-Term First Day of Classes	August 16	
Attendance Reporting Begins	August 16	
Last Date to Drop a Class	August 30	
Last Date to Report No Shows	August 30	
Non-Attendance Purge	August 31	
Fiscal Purge	August 31	
Last Date to Reinstate after Purges	September 3	
Mid-Terms Week	September 27	September 30
Mid-Term Grades Due by 11:59 p.m.	October 7	
FAFSA Available for 2022-2023	October 1	

The Academic Calendar is subject to change. Revised 06-23-2021

Event	Start Date	End Date
Last Date to Withdraw (WD)	October 14	
Last Date to Remove "I" grade from previous semester	October 14	
Last Date to Apply for Graduation for Fall 2021	October 14	
Final Exam Review Day	November 17	
Final Exam Period	**November 18**	**November 23**
Final Grades Due by 11:59 p.m.	December 6	
Grades Available for Student View	December 7	
Fall 1 Session	**August 9**	**September 27**
Last Date to Add a Class for Fall 1	August 9	
Attendance Reporting Begins	August 9	
Last Date to Drop a Class for Fall 1	August 15	
Last Date to Report No Shows	August 15	
Non-Attendance Purge	August 16	
Fiscal Purge	August 16	
Last Date to Withdraw for Fall 1	September 7	
Final Grades Due by 11:59 p.m.	October 4	
Fall 1 Grades Available for Student View	October 5	
Fall 2 Session	**August 16**	**October 4**
Last Date to Add a Class for Fall 2	August 16	
Attendance Reporting Begins	August 16	
Last Date to Drop a Class for Fall 2	August 22	
Last Date to Report No Shows	August 22	

The Academic Calendar is subject to change. Revised 06-23-2021

Event	Start Date	End Date
Non-Attendance Purge	August 23	
Fiscal Purge	August 23	
Last Date to Withdraw for Fall 2	September 14	
Grades Due by 11:59 p.m.	October 11	
Fall 2 Grades Available for Student View	October 12	
Fall 3 Session	**September 25**	**November 16**
Last Date to Add a Class for Fall 3	September 25	
Attendance Reporting Begins	September 25	
Last Date to Drop a Class for Fall 3	October 3	
Last Date to Report No Shows	October 3	
Non-Attendance Purge	October 4	
Fiscal Purge	October 4	
Last Date to Withdraw for Fall 3	October 24	
Grades Due by 11:59 p.m.	December 6	
Fall 3 Grades Available for Student View	December 7	
Fall 4 Session	**October 3**	**November 20,2021** (ASAP courses) **November 16, 2021** (Traditional)
Last Date to Add a Class for Fall 4	October 3	
Attendance Reporting Begins	October 3	
Last Date to Drop a Class for Fall 4	October 10	
Last Date to Report No Shows	October 10	
Non-Attendance Purge	October 11	
Fiscal Purge	October 11	
Last Date to Withdraw for Fall 4	October 24	
Residence hall Move-Out **(**by appointment only**)**	November 19	November 25

The Academic Calendar is subject to change. Revised 06-23-2021

Event	Start Date	End Date
Student Winter Break	November 24, 2021	January 9, 2022
Thanksgiving Day	November 26	
Grades Due by 11:59 p.m.	December 6	
Fall Full-Term and Fall 4 Grades Available for Student View	December 7	
Spring 2022		
Last Date to Submit SAP Appeal after Fall 2021	January 5	
Spring 2022 Registration	**January 6**	**January 7**
New Student Residence Hall Move-In (by appointment only)	January 6	
Returning Student Residence Hall Move-In	January 7	January 8
Full Spring Semester	January 10	April 28
Spring 2022 Full-Term First Day of Classes	January 10	
Spring 2022 Late Registration	January 10	January 13
Attendance Reporting Begins	January 10	
MLK Observance	January 17	
Last Date to Drop a Class	January 24	
Last Date to Report No Shows	January 24	
Non-Attendance Purge	January 25	
Fiscal Purge	January 25	
Last Date to Reinstate after Purges	January 28	
Spring 1 Dates 2022	TBD	
Spring 2 Dates 2022	TBD	
Spring 3 Dates 2022	TBD	
Spring 4 Dates 2022	TBD	
Last Date to Apply for Graduation for Spring 2022	March 11	

Event	Start Date	End Date
Last Date to Apply for Graduation for Spring 2022	March 11	
Mid-Terms Week	March 7	March 11
Mid Term Grades Due by 11:59 p.m.	March 17	
Spring Break	March 14	March 19
Last Day to Withdraw "WD"	March 18	
Last Date to Remove "I" grade from previous semester	March 18	
Good Friday	April 15	
Study Day: Seniors	TBD	
Senior Final Exams	TBD	
Senior Final Exams Due by 11:59 p.m.	TBD	
Senior Grades Available for Student View	TBD	
Study Day: Freshmen - Junior	April 22	
Final Exams: Freshmen – Junior	April 25	April 28
Freshmen - Junior Grades Due by 11:59p.m.	May 5	
All Grades Available for Student View	May 6	
Commencement	**May 7**	
Residence hall Move-Out (by appointment only)	**May 9**	
Last Date to Submit SAP Appeal	**May 12**	

The Academic Calendar is subject to change. Revised 06-23-2021

2022-2023 Calendar

Fall 2022

Event	Start Date	End Date
Fall 2022 Advising Begins	March 21	
Early Registration Begins	March 28	
New Student Residence Hall Move-In (by appointment only)	TBD	TBD
Fall Registration	August 11	August 13
Returning Student Residence Hall Move-In (by appointment only)	TBD	TBD
Last Date to Submit SAP Appeal	August 15	
Late Registration Full Semester	August 22	August 26
Full Fall Semester	**August 22**	**December 9** (Includes final exam week)
Fall 2021 Full-Term First Day of Classes	August 22	
Attendance Reporting Begins	August 22	
LABOR DAY	September 5	
Last Date to Drop a Class	September 6	
Last Date to Report No Shows	September 6	
Non-Attendance Purge	September 7	
Fiscal Purge	September 7	
Last Date to Reinstate after Purges	September 12	
Mid-Terms Week	October 10	October 14
Mid-Term Grades Due by 11:59 p.m.	October 18	
FAFSA Available for 2022-2023	October 1	
Advising Begins for Spring 2022	October 17	

The Academic Calendar is subject to change. Revised 08-19-2021

Event	Start Date	End Date
Pre-Registration Begins for Spring 2022	October 24	
Last Date to Withdraw (WD)	October 26	
Last Date to Remove "I" grade frompprevious semester	October 26	
Last Date to Apply for Graduation for Fall 2021	October 26	
Final Exam Review Day	December 5	
Final Exam Period	**December 6**	**December 9**
Final Grades Due by 11:59 p.m.	December 14	
Grades Available for Student View	December 15	
Fall 1 Session	**August 15**	**October 3**
Last Date to Add a Class for Fall 1	August 22	
Attendance Reporting Begins	August 15	
Last Date to Drop a Class for Fall 1	August 22	
Last Date to Report No Shows	August 22	
Non-Attendance Purge	August 23	
Fiscal Purge	August 23	
Last Date to Withdraw for Fall 1	September 13	
Final Grades Due by 11:59 p.m.	October 7	
Fall 1 Grades Available for Student View	October 8	
Fall 2 Session	**August 22**	**October 10**
Last Date to Add a Class for Fall 2	August 29	
Attendance Reporting Begins	August 22	
Last Date to Drop a Class for Fall 2	August 29	
Last Date to Report No Shows	August 29	
Non-Attendance Purge	August 30	

The Academic Calendar is subject to change. Revised 08-19-2021

Event	Start Date	End Date
Fiscal Purge	August 30	
Last Date to Withdraw for Fall 2	September 14	
Grades Due by 11:59 p.m.	October 13	
Fall 2 Grades Available for Student View	October 14	
Fall 3 Session	**October 11**	**December 9**
Last Date to Add a Class for Fall 3	October 17	
Attendance Reporting Begins	October 11	
Last Date to Drop a Class for Fall 3	October 17	
Last Date to Report No Shows	October 17	
Non-Attendance Purge	October 18	
Fiscal Purge	October 18	
Last Date to Withdraw for Fall 3	October 24	
Thanksgiving Observance	November 24	November 25
Grades Due by 11:59 p.m.	December 14	
Fall 3 Grades Available for Student View	December 15	
Fall 4 Session	**October 17**	**December 9**
Last Date to Add a Class for Fall 4	October 24	
Attendance Reporting Begins	October 17	
Last Date to Drop a Class for Fall 4	October 24	
Last Date to Report No Shows	October 24	
Non-Attendance Purge	October 25	
Fiscal Purge	October 25	
Last Date to Withdraw for Fall 4	November 11	
Thanksgiving Observance	November 25	November 25

The Academic Calendar is subject to change. Revised 08-19-2021

Event	Start Date	End Date
Residence hall Move-Out (by appointment only)	TBD	TBD
Student Winter Break	December 10, 2021	January 9, 2022
Grades Due by 11:59p.m.	December 14	
Spring 2023		
Last Date to Submit SAP Appeal afterFall 2021	January 6	
Spring 2022 Registration	**January 4**	**January 6**
New Student Residence Hall Move-In (by appointment only)	TBD	
Returning Student Residence Hall Move-In	TBD	TBD
Full Spring Semester	January 9	April 28
Spring 2022 Full-Term First Day of Classes	January 9	
Spring 2022 Late Registration	January 9	January 12
Attendance Reporting Begins	January 9	
MLK Observance	January 16	
Last Date to Drop a Class	January 23	
Last Date to Report No Shows	January 23	
Non-Attendance Purge	January 24	
Fiscal Purge	January 24	
Last Date to Reinstate after Purges	January 27	
Spring 1 Dates 2023	TBD	
Spring 2 Dates 2023	TBD	
Spring 3 Dates 2023	TBD	
Spring 4 Dates 2023	TBD	
Last Date to Apply for Graduation for Spring 2022	March 11	

Event	Start Date	End Date
Mid-Terms Week	March 6	March 10
Mid Term Grades Due by 11:59 p.m.	March 15	
Spring Break	March 13	March 17
Last Day to Withdraw "WD"	March 18	
Last Date to Remove "I" grade frompprevious semester	March 18	
Good Friday	April 7	
Study Day: Seniors	TBD	
Senior Final Exams	TBD	
Senior Final Exams Due by 11:59 p.m.	TBD	
Senior Grades Available for Student View	TBD	
Study Day: Freshmen - Junior	April 24	
Final Exams: Freshmen – Junior	April 25	April 28
Freshmen - Junior Grades Due by 11:59 p.m.	May 4	
All Grades Available for Student View	May 5	
Commencement	**May 13**	
Residence hall Move-Out (by appointment only)	TBD	
Last Date to Submit SAP Appeal	**May 12**	

The Academic Calendar is subject to change. Revised 08-19-2021

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HISTORY OF THE COLLEGE

The merger of LeMoyne College and Owen Junior College in 1968 joined two institutions, which had rich traditions as private, church-related colleges that have historically served Black students, founded and developed to provide higher education to students in the Mid-South area.

LeMoyne Normal and Commercial School opened officially in 1871, but it actually began in 1862 when the American Missionary Association sent Lucinda Humphrey to open an elementary school for freedmen and runaway slaves to Camp Shiloh soon after the occupation of Memphis by federal troops under General Ulysses S. Grant. The School was moved to Memphis in 1863, but was destroyed by fire in the race riots, which followed the withdrawal of federal troops in 1866. Lincoln Chapel, as the school was then known, was rebuilt and reopened in 1867 with 150 students and six teachers, but the small school was beset by financial problems.

In 1870, Dr. Francis J. LeMoyne, a Pennsylvania doctor and abolitionist, donated $20,000 to the American Missionary Association to build an elementary and secondary school for prospective teachers. The first years were difficult ones, primarily, because of the toll that the yellow fever epidemic took on school personnel, but under the leadership of the third principal, Andrew J. Steele, the institution experienced three decades of growth and development.

In 1914, the school was moved from Orleans Street to its present site on Walker Avenue. In that same year, the first building, Steele Hall, was erected on the new campus. LeMoyne developed rapidly; it became a junior college in 1924 and a four-year college in 1930, chartered by the State of Tennessee just four years later.

Owen College began in 1947, when the Tennessee Baptist Missionary and Educational Convention bought property on Vance Avenue to build a junior college. After several years of planning, the school opened in 1954 as S.A. Owen Junior College, named in honor of a distinguished religious and civic leader, but the name was later changed to Owen Junior College. The merger of Owen and LeMoyne Colleges in 1968 joined two religious' traditions at the same time that it reinforced the institutions' shared purpose of combining a liberal arts education with career training in a Christian setting.

ADMISSIONS

LeMoyne-Owen College does not discriminate in its admission of students on the basis of race, color, age, religion, sex, national origin, disability, sexual orientation, marital status, citizenship or other protected criteria.

Priority deadlines are as follows: **April 1st for the fall semester; November 1st for the spring semester; and March 1st for the summer term.**

The Office of Admissions and Recruitment receives and processes all applications, evaluates credentials, and issue notices of acceptance to students. Inquiries regarding admission to the College should be addressed to the Office of Admissions and Recruitment, (901) 435-1500 or 1 (800) 737-7778 or admission@loc.edu.

First Time College Students
The following materials are required for admission:

- Application for admission
- $25 non-refundable application fee or fee waiver
- Official final high school transcript or equivalent provided by previous school attended (with graduation date)
- Must have a minimum 2.0 cumulative grade point average (GPA)
- SAT or ACT test score (if under age 21)
- Proof of immunizations. Documentation of 2 MMR immunizations or proof of immunity for Measles, Mumps, and Rubella and documentation of 2 Varicella immunizations or proof of immunity for Varicella (Chicken Pox) are required.

First time applicants who have not earned the required 2.0 cumulative GPA may apply for limited academic admission. The Admission Review Committee reviews the files of these applicants. Students granted Limited Academic Admission follow an Educational Partnership Agreement (EPA), for the first semester of study. The EPA outlines mandatory counseling sessions, academic development sessions and the required grade point average the student must earn in the first semester.

Transfer Applicants
Transfer applicants may transfer appropriate courses from regionally accredited institutions to LeMoyne-Owen College if the grade received was "C" or better. However, to receive transfer credit, official transcripts from the previous institution(s) must be received before a student begins classes. Credits that are more than ten years old will be reviewed to determine if they are transferable. Students will not be awarded credit for coursework not at the college level or that is not appropriate to the curriculum at the College. All transfer evaluations are subject to final approval by the Office of the Registrar.

Transfer applicants must submit the following:

- Application for admission
- $25 non-refundable application fee

- Official college transcripts from any current/previous institution higher education attended
- Must have a minimum 2.0 cumulative grade point average (GPA)

Applicants lacking the required 2.0 cumulative GPA may still apply for admission. These applicants must submit a written statement concerning their unsatisfactory academic record along with their completed application.

If the applicant has attempted fewer than 28 college credit hours, then they must submit:

- High school transcript or equivalent (if fewer than 28 college credit hours attempted)
- SAT or ACT test score (if under age 21)

Readmission
All students wishing to re-enter the College must submit the Application for Readmission. Students in financial and academic good standing may re-enter. Readmit forms and applications must be approved by several campus departments (e.g., Admissions, Fiscal Office, Financial Aid, Academic Affairs, Records Office and Student Affairs).

Students, who were dismissed from the College for academic or disciplinary reasons, may under unusual circumstances apply for readmission. The application should include a petition describing changes that might warrant readmission. These petitions will be acted on by the Academic Standards, Honors and Selection Committee in the case of academic dismissal and by the Judiciary Committee in the case of disciplinary dismissal.

Readmit/Transfer
Students applying for readmission who have attended other colleges or universities since leaving LeMoyne-Owen must submit official transcripts from each institution attended.

Transient Students
Transient Students are individuals, regularly enrolled in other institutions, who wish to take courses at LeMoyne-Owen. LeMoyne-Owen is not responsible for transfer of credit to the home institution.

To enroll as a transient student, the following must be submitted:

- Application for admission
- $25 non-refundable application fee
- Official letter from the home institution allowing you to enroll in courses at LeMoyne-Owen.

Requirements for Non-Degree Seeking Students
Applicants who do not intend to work toward a degree at LeMoyne-Owen may be accepted as non-degree seeking students. A non-degree seeking student who has completed at least 12 credit hours of work at LeMoyne-Owen and who is in good academic standing may request a change in status to that of degree-seeking student. The College's registrar must approve such changes.

To enroll as a non-degree seeking student, the following must be submitted:

- Application for admission

- $25 non-refundable application fee
- High school transcript or equivalent
- Official college transcripts from any current/previous institution of higher education attended
- SAT or ACT test score (if under age 21)

International Students
International students, whether living abroad or in the United States, who seeks admission to LeMoyne-Owen College on a student visa, must submit the following:

- All foreign applicants must have transcripts evaluated by a foreign credential evaluation service and sent directly to the college. Applicants are responsible for the costs. Costs may vary from $50 to $250.
- A notarized financial statement from a United States Embassy showing that the applicant has enough support for at least one year in the United States. This statement must be submitted with the application for admission. This amount should be at least $19,226.00 to cover tuition fees, living expenses and other necessities for the 2020-2021 academic year. The statement must show who will provide the funds and the amount.
- An application for admission
- $25 non-refundable application fee
- College transcripts from any higher education institution previously attended.
- All international students must submit proof of immunizations. Documentation of 2 MMR immunizations or proof of immunity for Measles, Mumps, and Rubella and documentation of 2 Varicella immunizations or proof of immunity for Varicella (Chicken Pox) are required.
- Some students whose first language is not English may be required to take the TOEFL exam.

ACCEPTANCE TO SPECIAL PROGRAMS

The following programs have admission requirements in addition to, or in place of, those for regular admissions.

Educator preparation program
Due to the special demands of careers in teaching and special licensure requirements, admission to the College does not constitute admission to the Education Program. Students wishing to complete work in the Division of Teacher Education leading to licensure must apply for admission to the licensure program during their second year at LeMoyne-Owen while enrolled in Education 202, Portfolio Development.

Additional information is provided in the Division of Education Pre-Candidate Handbook issued while taking Education 202.

The W.E.B. Du Bois Scholars Program (DBSP)
The DBSP provides promising scholars opportunities to enhance their intellectual development in a challenging and engaging environment. Entering freshmen gain admission to the Du Bois Scholars Program by invitation based on academic promise. Students beyond their freshman year and transfer

students may complete an application to join the program.
Interested incoming freshmen honor students should:

- Have a minimum cumulative GPA of 3.5
- Prepare a personal statement
- Prepare a list of your extracurricular activities
- Submit a faculty or guidance counselor recommendation
- Make an appointment for an interview with the DBSP Director and Advisory Council
- Register for the Freshman Scholars Colloquium in the fall

Accelerated Studies for Adults and Professionals (ASAP)
The Accelerated Studies for Adults and Professionals (ASAP) program leads to a Bachelor of Business Administration degree. The program is designed to meet the needs of working adults who are typically employed full-time and are highly committed to completing their degrees. ASAP students share a common educational goal and contribute their diverse individual experiences to the learning process. Students admitted to this program must have completed a substantial number of semester hours (usually 45) in an accredited post-secondary program. They must have reached the age of 25 or have worked continuously in a full-time position for the past three years.

Applicants must meet general admissions requirements and be fully admitted to the college prior to consideration for the ASAP program. Additional information is provided in the Division of Business and Economic Development.

Accelerated Degree Program classes are generally scheduled in five-week or seven-week sessions in the fall and spring semesters. This means that the majority of the classes meet once a week for five weeks, typically for a period of four hours at a time. Classes are scheduled in the evenings and on Saturdays. The content of the courses taught in the Accelerated Degree Completion Program is the same as courses taught in the traditional format. The primary difference is that an Accelerated Degree Completion Program course has approximately half the amount of face-to-face class time as a traditional course. In order to achieve the learning objectives for each course and account for the reduced class time, Accelerated Degree Completion Program students have an increased amount of out-of-classroom work. Additionally, a significant amount of self-directed learning outside the classroom is expected (average time is 15-20 hours per week). Accelerated courses, that have the same course content and learning outcomes, carry the same academic credit as their face-to-face equivalents.

TUITION AND FEES

GENERAL POLICIES

Most LeMoyne-Owen students pay tuition costs with Federal, State and LeMoyne-Owen College assistance programs. More than 80% of LeMoyne-Owen students receive financial aid. Fees and charges may change periodically; therefore, the listing of any fee or charge in this catalog does not constitute a contract between the College and the student. Students must pay the fees in effect at the time they register.

General Estimate of Charges for 2021-2023

Less than Part-time (1-3 credit hours), Part-time (6-11 credit hours), & Overload (more than 18 credit hours) per semester will be charged at $449/credit hour.

COST PER CREDIT HOUR

Cost per credit hour/Rate	# of credit hours	Tuition	Activity Fee	Health Fee	Technology Fee	Total
$449.00	1	$449.00	$100.00	$150.00	$400.00	$1,099.00
$449.00	2	$898.00	$100.00	$150.00	$400.00	$1,548.00
$449.00	3	$1,347.00	$100.00	$150.00	$400.00	$1,997.00
$449.00	4	$1,796.00	$100.00	$150.00	$400.00	$2,446.00
$449.00	5	$2,245.00	$100.00	$150.00	$400.00	$2,895.00
$449.00	6	$2,694.00	$100.00	$150.00	$400.00	$3,344.00
$449.00	7	$3,143.00	$100.00	$150.00	$400.00	$3,793.00
$449.00	8	$3,592.00	$100.00	$150.00	$400.00	$4,242.00
$449.00	9	$4,041.00	$100.00	$150.00	$400.00	$4,691.00
$449.00	10	$4,490.00	$100.00	$150.00	$400.00	$5,140.00
$449.00	11	$4,939.00	$100.00	$150.00	$400.00	$5,589.00
Full-Time (FT) Student Flat Rate	12	$5,388.00	$100.00	$150.00	$400.00	$6,038.00
Full-Time (FT) Student Flat Rate	13	$5,388.00	$100.00	$150.00	$400.00	$6,038.00
Full-Time (FT) Student Flat Rate	14	$5,388.00	$100.00	$150.00	$400.00	$6,038.00
Full-Time (FT) Student Flat Rate	15	$5,388.00	$100.00	$150.00	$400.00	$6,038.00
Full-Time (FT) Student Flat Rate	16	$5,388.00	$100.00	$150.00	$400.00	$6,038.00
Full-Time (FT) Student Flat Rate	17	$5,388.00	$100.00	$150.00	$400.00	$6,038.00
Full-Time (FT) Student Flat Rate	18	$5,388.00	$100.00	$150.00	$400.00	$6,038.00
Overtime (FT rate + $449 per credit hour over 18 credit hours)	19	$5,837.00	$100.00	$150.00	$400.00	$6,487.00
Overtime (FT rate + $449 per credit hour over 18 credit hours)	20	$6,286.00	$100.00	$150.00	$400.00	$6,936.00
Overtime (FT rate + $449 per credit hour over 18 credit hours)	21	$6,735.00	$100.00	$150.00	$400.00	$7,385.00

ESTIMATE OF COST FOR A STUDENT RESIDING OFF CAMPUS:

Tuition	**Semester**	**Year**
Full-time (12-18 credit hours)	$5,388	$10,776
Student Activity Fee (required each semester)	$100	$200
Student Technology Fee (non-optional)	$400	$800
Student Health Fee (non-optional)	$150	$300
TOTAL	**$6,038**	**$12,076**

ESTIMATE OF COST FOR A STUDENT RESIDING ON CAMPUS (MUST BE FULL-TIME):

Double room with roommate

Tuition	**Semester**	**Year**
Full-time (12-18 credit hours)	$5,388	$10,776
Student Activity Fee (required each semester)	$100	$200
Student Technology Fee (non-optional)	$400	$800
Student Health Fee (non-optional)	$150	$300
Residence Hall each semester (double occupancy)	$1,800	$3,600
Meal plan (required each semester for all residence hall residents)	$1,250	$2,500
TOTAL	**$9,088**	**$18,176**

ESTIMATE OF COST FOR A STUDENT RESIDING ON CAMPUS (MUST BE FULL-TIME):

Single room occupancy

Tuition	**Semester**	**Year**
Full-time (12-18 credit hours)	$5,388	$10,776
Student Activity Fee (required each semester)	$100	$200
Student Technology Fee (non-optional)	$400	$800
Student Health Fee (non-optional)	$150	$300
Residence Hall each semester (single occupancy)	$2,200	$4,400
Meal plan (required each semester for all residence hall residents)	$1,250	$2,500
TOTAL	**$9,488**	**$18,976**

ESTIMATE OF COST FOR A STUDENT RESIDING ON CAMPUS (MUST BE FULL-TIME):

Double room NO roommate

Tuition	**Semester**	**Year**
Full-time (12-18 credit hours)	$5,388	$10,776
Student Activity Fee (required each semester)	$100	$200
Student Technology Fee (non-optional)	$400	$800
Student Health Fee (non-optional)	$150	$300
Residence Hall each semester (single occupancy)	$3,600	$7,200
Meal plan (required each semester for all residence hall residents)	$1,250	$2,500
TOTAL	**$10,088**	**$21,776**

ESTIMATE OF COST FOR ASAP STUDENT:

Tuition	**Semester**	**Year**
Full-time (12-18 credit hours)	$5,388	$10,776
Student Activity Fee (required each semester)	$100	$200
Student Technology Fee (non-optional)	$400	$800
Student Health Fee (non-optional)	$150	$300
ASAP Student Fee	$75	$150
TOTAL	**$6,113**	**$12,226**

Summer room rate is $400 per summer term (there are two, Summer I and Summer II). Meals are NOT included. If the student's financial aid does not cover the cost of residing in the residence hall, the $400 must be paid in full prior to moving into the residence hall.

A $215 room reservation fee is required for all new applicants. Returning students must provide a $115 room reservation fee. This fee is non-refundable.

PAYMENT OF FEES

All fees are payable at the time of registration by cash, cashier's check, money order, or with any major credit card. However, by signing a promissory note, a student MUST pay 25% of the total balance due no later than the first day of class and the remainder in equal parts according to the below schedule:

Fall semester	25% by September 16	25% by October 15	25% by November 16
Spring semester	25% by February 15	25% by March 15	25% by April 15

Students with a current semester charge of $500 or less at time of validation process may register in the current semester with a signed promissory note to pay current semester charges by the end of the current semester.

OTHER FEES AND CHARGES

Admissions application fee	$25
Orientation fee	$30
Academic transcript fee	$5
Business Assessment fee	$20/each semester

Degree replacement fee	$50
ID replacement fee	$20
Returned check fee	$30
Graduation fee (graduating seniors only-caps/gowns and related expenses)	$125
Late graduation fee***	$25
Audit fee (per credit hour)	$449
Credit for Prior Learning (CPL)	$120/each
Residence Hall related fees Key replacement Hard key replacement (single suite) Fines (assess by Judiciary Committee) Damages (depends on damage) Trash removal (depends on amount of trash) Early arrival fee Improper check-out Failure to return room key Past check out violations	 $25 $50 $50 $125 $125

***Graduating seniors who pay their graduation fee after the specified deadline will be charged this late fee

RETURN OF TITLE IV (FINANCIAL AID)

Funds/Institutional Refund Policy
Federal regulations require each educational institution to have a written policy for the refund and repayment of aid received by students who withdraw from all classes during a term for which aid has been approved. These policies are effective only if the student completely terminates enrollment (e.g., voluntarily withdraws from all courses or is dismissed from all classes.)

Definitions
The term “Title IV funds” refers to the Federal Financial Aid programs authorized under the Higher Education Act of 1965 (as amended) and includes the following programs:

- Federal Pell Grant Program
- Federal Supplemental Educational Opportunity Grant (SEOG)
- Federal Subsidized/Unsubsidized Federal Direct Loan
- Federal Plus Direct Loan

The calculation of the return of Title IV funds (and state funds if applicable) is determined by the date that the student withdrew from all classes. A student’s withdrawal date is determined by:

- The date the student officially notifies the institution of his/her intent to withdraw; or,

- The student's last day of recorded class attendance or at an academically-related activity; or
- The midpoint of the enrollment period for students who leave without notifying the institution (an unofficial withdrawal).

Earned Federal Aid
Federal law requires that, when you withdraw from all your classes during the enrollment period, the amount of financial aid assistance that you have "earned" up to that point is determined by a specific formula.

The *enrollment period* for a program measured in credit hours is one semester. The amount of financial aid that you have *earned* is determined on a pro-rata basis. That is, if you withdraw after completing 40 percent of the enrollment period, you have earned 40 percent of the amount of federal aid for which you were entitled. The school takes all or a portion of your earned federal financial aid (except Federal Work-Study earnings if applicable) to pay any outstanding charges that remain on your school account.

Once you have completed more than 60 percent of the enrollment period, you earn all of your financial aid assistance for which you were entitled.

Return of Funds Allocation
In accordance with Federal regulations, financial aid funds are returned in the following order if applicable:

- Unsubsidized Federal Direct Loan
- Subsidized Federal Direct Loan
- Federal Pell Grant
- Federal SEOG
- Other Title IV programs
- Other state, private and institution aid
- The student

Institutional and Student Responsibilities
Responsibilities regarding the return of Title IV/state funds include:

- Provide each student with the information given in this policy
- Identify students who are affected by this policy and complete the Return of Title IV and/or state funds calculation in accordance with federal and state regulations
- Return any Title IV funds and state funds to the appropriate program(s)
- The student's responsibilities regarding the return of Title IV/state funds include possible repayment of federal funds
- Return to the Title IV programs any funds that were disbursed directly to the student and which the student was determined not to have earned in accordance with federal and state regulations.

REFUNDS

Full-time students, whose course load falls below 12 credit hours because courses are cancelled by the College, or because they formally drop courses before the end of the drop period, become part-

time students. Students who become part-time may lose support from certain financial aid programs. If the College cancels, the student will be refunded the appropriate portion of his/her tuition.

If a student has attended classes, the full semester's tuition is due and payable to the College regardless of the class drop date or the date of withdrawal, unless the student withdraws due to protracted illness or injury.

If the illness or injury prevents the completion of the semester's academic work, as certified by a physician, a pro-rata refund will be issued on the following basis:

Official Withdrawal Date Percentage of Tuition Refunded

By end of first week of class 100%

By end of second week of class 75%

By end of third week of class 50%

By end of fourth week of class 25%

After fourth week of class 0%

Activity, health, and technology fees are non-refundable and non-excludable fees that ***all*** students pay.

Federal Title IV funds will be returned to the federal agency based on the federal pro-rata refund calculation. After the Census Date (last day to validate), which is typically the 14th day of the semester, the full semester's tuition is due.

The amount of Title IV financial aid that you have earned is determined on a pro-rata basis. That is, if you withdraw after completing 40 percent of the enrollment period, you have earned 40 percent of the amount of federal aid for which you were entitled. The school takes all, or a portion of your tuition assistance earned to pay any outstanding charges that remain on your school account. Once you have completed more than 60 percent of the enrollment period, you earn all your tuition assistance for which you were entitled.

However, to comply with the new Department of Defense policy, LeMoyne-Owen College will return any unearned TA funds on a prorated basis through at least the 60% portion of the period for which the funds were provided. TA funds are earned proportionally during an enrollment period, with unearned funds returned based upon when a student stops attending. These funds are returned to the military Service branch. Instances when a Service member stops attending due to a military service obligation, the educational institution will work with the affected Service member to identify solutions that will not result in student debt for the returned portion.

Financial aid disbursements are released to the Bursar's Office around the 60% point of each semester except for Summer. In summer, any disbursement for Summer I or Summer II is released to the Bursar's Office between the second and third week of Summer II. Financial aid funds will first reduce any debts owed to LOC and any remaining aid (except LOC scholarships which are non-refundable) will go to the student.

Student refunds are disbursed through BankMobile, a financial services company, which enables students to choose how they receive their financial aid refunds. They can have them direct deposit to their existing bank account or receive a BankMobile VIBE debit card. Sign up information is sent via US mail and/or email address on file with the registrar's office (usually LOC email). If a student fails to choose a refund preference, BankMobile will send them a check to their address on file in BankMobile. It is the student's responsibility to update their address in BankMobile and MY LOC to ensure timely delivery of mail items.

FINANCIAL AID

General Policies
The College's Financial Aid Program is administered through the Office of Student Financial Services. The office aims to make it possible for any qualified student to attend LeMoyne-Owen. Since funds are limited, it is important for students to meet the application deadlines described below.

FINANCIAL AID POLICIES

FAFSA

- IRS Data Retrieval (available at the FAFSA website) is now available two weeks after filing your 2016 income taxes electronically. Use this helpful tool to avoid having to manually load your income tax information on your FAFSA.

Verification

- If you are selected for the "verification" process, you must submit a copy of you and/or your parents' 2016 IRS Tax Return Transcript. To obtain a copy, call toll free 1-800-908-9946, or go on-line to www.irs.gov. Click on "Order a Return or Account Transcript", and then click on "Tax Return Transcript". (NOTE: Financial Aid Offices can NO LONGER ACCEPT copies of tax returns - IT MUST BE AN OFFICIAL IRS TAX RETURN TRANSCRIPT).

Satisfactory Academic Progress

- Financial aid recipients must meet NEW federal guidelines to continue to qualify for aid.

Repeated Coursework

- Effective July 1, 2011, there is a rule change regarding federal financial aid and payment of repeated coursework. Students can only repeat a passed course once and receive financial aid. A passed course is defined as a grade designation of A, B, C, or D.

Elimination of Year-Round Pell Grant

- Receiving a Federal Pell grant greater than 100% of the annual award is no longer an option with the 2011-2012 Award Year.

12 Semester Lifetime Limit for Federal Pell Grant

- Effective for the 2012-2013 Award Year, the duration of a student's Federal Pell Grant eligibility will be limited to 12 semesters, or until a bachelor's degree is earned, whichever comes first. This new amendment to the Higher Education Act, Section 401 (c)(5) is a federal mandate and not subject to appeal.

Elimination of Grace Period Interest Subsidy

- This new provision eliminates the interest subsidy provided during the 6-month grace period for Direct Subsidized Loans first disbursed after July 1, 2012, and before July 1, 2013. Students receiving a subsidized loan during this limited timeframe will be responsible for the interest that accrues on the loan during the grace period. If a student does not pay the interest accrued on these particular loans, the interest will be added (capitalized) to the principal amount when the grace period ends.

New Limits on Direct Loan Interest Subsidies for New, First-Time Borrowers

- Effective July 1, 2013, the law limits the benefits of the Direct Loan subsidy to an aggregated period to 150% of program length for new borrowers. Once that limit has been exceeded, a student may borrow through the unsubsidized loan program and will begin to incur interest charges on outstanding subsidized loans. Thus, if a new borrower enrolls in a 4-year program, the new borrower may receive subsidized loans for the equivalent of six academic years.

Unusual Enrollment

- Effective July 1, 2013, the U.S. Department of Education began using a database to flag applicants for Federal Pell Grants who have an “unusual enrollment history” – having received aid for three or more schools within a year. This policy is being used in an effort to identify students who go from school to school maximizing their financial aid eligibility with no successful academic record to match.

APPLICATION FOR FINANCIAL AID

Application Form

Students seeking financial aid from any source must complete the Free Application for Federal Student Aid (FAFSA). The FAFSA is available via the web at: www.fafsa.ed.gov. This application determines a student’s eligibility for all federal aid programs, for grants from the Tennessee Student Assistance Corporation (TSAC), and for LeMoyne-Owen Scholarships. Students applying for a LeMoyne-Owen Scholarship must also complete a separate College Scholarship application.

Personal Identification Number

All students are encouraged to apply for a Personal Identification Number (PIN). The PIN serves as your identifier to let you access your personal information in various U.S. Department of Education systems. Because your PIN serves as your electronic signature, you should not give it to anyone.

You can use your PIN at these U.S. Department of Education websites:

- FAFSA on the Web: Access and complete your Renewal Free Application for Federal Student Aid (FAFSA) and submit corrections to your processed FAFSA. You may also

use your PIN to your submitted FAFSA or obtain a copy of your processed FAFSA information.

- National Student Loan Data System: View a history of the federal student financial aid you have received.
- Direct Loan Servicing: Use your PIN to access Direct Loan Counseling and Entrance Counseling. Use your PIN to get up-to-date account information, loan balances, and payoff information. Use our online repayment calculator to help you forecast repayment of your loan and contact our customer service staff by email.
- Direct Loan Consolidation: Your PIN will enable you to track the processing status of your online Consolidation Loan application throughout the entire consolidation process from application receipt to booking with Direct Loan Servicing.

Who is eligible to apply?
Parents and first-time financial aid applicants may also apply for PIN. When applying for the first time you and/or parent will need date-of-birth, and Social Security Number. (If the information you provide does not match with the SSA, you will not be able to receive a PIN.)

Deadlines
Since funds are limited, priority will be given to students whose complete applications have been received in the Office of Student Financial Services by:

April 1 - for the following academic year (fall and spring semesters)
November 1 - for the spring semester
April 16 - for the summer semester

Renewal
Renewal of financial aid is not automatic. All students, including scholarship recipients, must each year complete and mail the Free Application for Federal Student Aid (FAFSA), or the renewal FAFSA, if they are to be considered for financial aid.

Eligibility
Eligibility for financial aid depends on whether a student is making satisfactory academic progress. This is defined by the number of credit hours attempted and earned as well as cumulative GPA at the end of each year. The number of course credit hours attempted includes all courses for which a grade of A, B, C, D, F or P was received, plus courses where the result was a designation of WA, WD, WF or I. Repeated courses are counted as attempted each time taken; however, only the most recent quality points earned are included in the calculation of the GPA. Students who have not made satisfactory academic progress are placed on financial aid probation for two consecutive semesters, during which time they may continue to receive federal and state financial aid. Federal and state aid are only available for the first 180 credit hours attempted by a student. Students who become part-time (fewer than 12 credit hours) as a result of dropping courses should be aware that their financial aid may be adjusted. Any student receiving state and federal financial aid must also earn at least 70% of all attempted hours. Consequently, a student could be on probation academically but not be eligible for state and federal financial aid.

To be eligible for federal Direct Loan programs (Subsidized, Unsubsidized, and Parent-plus), part-time students must be enrolled for at least 6 credit hours each semester and must earn 10 credit hours during an academic year. A part-time student's cumulative GPA may be no lower than 2.0 after the first

four semesters. After the second year (fourth semester), a part-time student must have achieved and must maintain a cumulative GPA of at least 2.0.

FINANCIAL AID - SATISFACTORY ACADEMIC PROGRESS

LeMoyne-Owen students must pursue and complete courses at a rate that will allow them to earn their degree in a reasonable amount of time. Many students are able to complete the requirements for the degree in four years by earning an average of 15 credit hours in each of their eight semesters. However, some students will require more than four years to earn their degree. The College has established standards that define a minimum rate of progress toward the degree. They define the minimum number of course credit hours that must be attempted, the number that must be completed, and the cumulative grade point average that must be achieved as credit hours are accumulated. A course and its credit hours are considered to be completed if a grade of A, B, C, D or P is earned. The number of course credit hours attempted includes all courses for which one of those grades was received, plus courses where the result was a designation of WA, WD, WF, F or I. Repeated courses are counted as attempted and completed (or not), for each attempt. However, only the most recent grade and credit hours are included when calculating the GPA.

Satisfactory Academic Progress
A student is considered to be in good academic standing if he or she has earned at least 70% of all attempted credit hours and has a cumulative GPA of at least a 2.0 at the end of the fall and spring semesters.
****LOC students must be aware of the major differences in our Academic Policies versus their eligibility to receive financial aid funds**. The College has established standards that define a minimum rate of progress toward a degree. This rate also requires students to achieve a certain grade point average at the end of each year. Any student receiving state and federal financial aid must also earn at least 70% of all attempted hours. Consequently, a student could be on probation academically but not be eligible for state and federal financial aid. Students are reviewed at the end of the academic year (after spring semester). Students who do not earn at least 70% of all attempted hours will automatically be suspended and ineligible to receive federal financial aid. The student can appeal this decision through the Academic Standards Committee.

Full-time Students
Full-time students who meet these standards are said to be in academic good standing, having made satisfactory academic progress in their time at the College. They remain eligible for state and federal financial aid.

Part-time students
Part-time students are those attempting fewer than 12 credit hours in a regular semester. Part-time students lose eligibility for state and federal financial aid if they fail to maintain progress as defined under Financial Aid.

> **Note:** State and federal financial aid are only available for support of the first 180 credit hours attempted by a student. These credit hours include all accepted transfer credit hours from all previously attended institutions, even those in which a student did not receive state/federal aid. As a further restriction, part-time students may receive state or federal financial aid for a maximum of twelve years.

ACADEMIC SUSPENSION AND DISMISSAL

Suspension
Students who are suspended from the College are required to spend a defined period of time, usually two regular semesters, away from the College. During this period, they may be required to successfully complete activities defined by the Academic Standards, Honors and Selection Committee if they are to be considered for readmission to LeMoyne-Owen. A student who is readmitted to the College following a period of academic suspension, and who subsequently fails to achieve a C (2.0) GPA in any semester, will be dismissed from the College.

Appeal
An appeal can be made by a student who has been suspended or dismissed. The appeal must be presented in writing to the Academic Standards Committee and should fully describe the extenuating circumstances on which the appeal is based. The appeal should be supported by documentation. An appeal should be made as soon as possible, but no later than one month, before registration for the next semester. A meeting is scheduled for the student to meet with the committee. After the meeting, the student will be notified in writing of the committee's decision.

> **Note:** There is no appeal process for students who have reached their maximum aggregate hours of 180.

Repeats
Students should refer to the Academic Regulations within the catalog as related to how repeats are counted in the GPA calculation.

For the purpose of this policy, all attempted undergraduate and graduate attempted college level credit hours are included in both the Pace and Maximum Timeframe measurements, inclusive of credit hours associated with all repeated coursework. Additionally, all attempted undergraduate remedial / developmental (R&D) coursework is included in the R&D 30 attempted credit hour limitation, inclusive of credit hours associated with all repeated R&D coursework.

When determining a student's enrollment status for Federal Title IV purposes, LOC may pay for repeated coursework through the above specified financial aid programs. However, LOC cannot pay for more than one repetition of a previously passed course. The Tennessee Education Lottery Scholarship Program has additional rules as related to repeated coursework.

Additional Bachelor's Degree:
Students who have already earned a bachelor's degree but are working on another undergraduate degree may be eligible to receive Federal Stafford Loans at the undergraduate limit. Students must submit a written request to the Financial Aid Office.

A Financial Aid Counselor will allow 150% of the additional hours needed to complete an additional bachelor's degree to the existing "overall" credit hours previously attempted for the first bachelor's degree. This new value will establish the new Maximum Timeframe that the student can receive financial aid.

Teacher Licensure:
Students who have completed an undergraduate degree and are enrolled in an undergraduate or graduate program, for the sole purpose of attaining teacher licensure, may be eligible to receive Federal Stafford Loans at the undergraduate limit. Students must be enrolled at least half-time in

required teacher certification coursework. Students must submit a written request and a signed copy of their Program of Study to the Financial Aid Office.

Financial Aid will allow 150% of the additional hours needed to complete the teacher licensure to the existing “overall” credit hours previously attempted for the first bachelor’s degree. This new value will establish the new Maximum Timeframe that the student can receive financial aid.

FREQUENCY OF REVIEW

Qualitative Standard (GPA)
The Records Office reviews the GPA at the end of the spring semester. Students who are academically suspended from financial aid may appeal to the Academic Standards Committee. The decision of the Academic Standards Committee is final as related to this measurement.

Pace Standard (Percentage of Credit Hours Passed)
The Financial Aid Office reviews the completion rate at the end of the spring semester. Students who are suspended from financial aid as related to this measurement may appeal to the Academic Standards Committee.

Maximum Time Frame Standard
The Financial Aid Office reviews the maximum time frame limitation at the end of each semester (fall, spring, summer).

Notification to Students

A. Pace Standard

1. **Suspension:** Undergraduate students suspended from financial aid will be sent an e-mail/letter from the Financial Aid Office. The e-mail/letter will include guidance regarding the appeal process.

2. **Probation:** Undergraduate students for whom an appeal has been approved will be notified by the Academic Standards Committee regarding the resulting status of Probation. Students who maintain eligibility for financial aid by meeting the requirements of their academic plan but whose cumulative “overall combined” Pace is less than 70% at the end of the subsequent semester(s) will be sent an e-mail/letter by the Financial Aid Office notifying them of their continued probationary status.

B. Maximum Time Frame Standard

1. Undergraduate students who have 30 or less college level credit hours of remaining financial aid eligibility will be sent an e-mail/letter from the Financial Aid Office reminding them of the credit hour limitation.

Undergraduate students who have reached maximum timeframe will be sent an e-mail/letter from the Financial Aid Office notifying them of their status.

Attempted Hours
Students may attempt up to 150% of a program's length. Most programs require 120 hours; therefore, the maximum number of attempted hours for most degree programs is 180 hours. (120 X 1.5 = 180).

Once a student exceeds the 180 hours rule, they are no longer eligible for federal financial aid (Pell, SEOG, Perkins, Federal Loans, Plus Loans).

Students working on a second bachelor's degree will need to work with their academic advisor to complete a program of study form. After the form is completed, it should be sent to the Financial Aid Office to determine a student's eligibility. For questions concerning your remaining eligibility, contact the Financial Aid Office.

Changes in Enrollment Status & Withdrawing

Changes in enrollment status and/or withdrawing from the College can result in a balance owed to the College and a loss of eligibility for all types of financial aid. Below is a schedule on how aid will be adjusted based on changes in a student's enrollment status.

General Effects on Financial Aid

- Students who drop classes during the first 14 days will have their aid adjusted based on their enrollment status. All types of financial aid are subject to this rule.
- Any student who drops below 6 undergraduate hours during the first 14 days will have their loan awards cancelled for that term.
- Students must be in attendance at least 61% of the semester to earn 100% of their aid. Any student who withdraws prior to 61% of the semester will have their aid adjusted for the semester. This may result in a balance owed to the College. Please check with the Records Office for the 61% date.
- Any student who is reported by their instructors as "stopped attending" or "never attended" in all classes will be classified as an unofficial withdrawal from the College. Students will have their financial aid adjusted and/or may lose future eligibility for all types of financial aid.
- Students who withdraw from the College or earn zero hours for the current term will be placed on Financial Aid Probation for the next term enrolled.

IMPORTANT: Any student who withdraws from the College and is currently on Financial Aid Probation will be suspended from aid for future semesters!

Effects on the Tennessee Lottery Scholarship

- Any first-time freshman who withdraws from the College during the first 14 days will have their Lottery Scholarship(s) cancelled for that semester. However, students will not lose future eligibility for the Lottery Scholarship if they re-enroll within 16 months from their high school graduation date.
- Any continuing or transfer student who withdraws from the College before or after the first 14 days of a semester will lose future eligibility for their Lottery Scholarship(s).
- Any student who is enrolled as a full-time student, 12 or more hours, and drops below 12 hours after the first 14 days of a semester will not have adjustments made to their lottery award(s) for the current semester, unless a tuition credit is granted by the College. The student will, however, lose future eligibility for their Lottery Scholarship(s).
- Contact your counselor in the Financial Aid Office to discuss specific details regarding your Lottery Scholarship.

  Always contact your counselor in the Financial Aid Office by phone at 901-435-1550 or

via your counselor's email address before you make any decisions to drop classes or withdraw from the College!

DRUG CONVICTIONS

Students convicted of a federal or state offense of selling or possessing illegal drugs may not be eligible for federal student aid (grants, loans, and work-study). Students who answer "Yes" to question 23 on the FAFSA, you will be sent a worksheet by the federal processing center to determine if the conviction affects eligibility for aid. Also, if the Financial Aid Office is notified that a student has been convicted of possession or sale of illegal drugs during the academic year, all federal student aid may be suspended immediately.

Convictions only count if they were for an offense that occurred during a period of enrollment for which the student was receiving federal student aid. Also, a conviction that was reversed, set aside, or removed from the student's record does not count.

The following chart illustrates the period of ineligibility for federal student aid funds, depending on whether the conviction was for sale or possession and whether the student had previous offenses. (A conviction for sale of drugs includes convictions for conspiring to sell drugs.)

	Possession of illegal drugs	Sale of illegal drugs
1st offense	1 year from date of conviction	2 years from date of conviction
2nd offense	2 years from date of conviction	Indefinite period
3+ offenses	Indefinite period	Indefinite period

Students regain eligibility the day after the period of ineligibility ends or when they successfully complete a qualified drug rehabilitation program. Further drug convictions will make them ineligible again. Students denied eligibility for an indefinite period can regain it only after successfully completing a rehabilitation program or if a conviction is reversed, set aside, or removed for the student's record so that fewer than two convictions for sale or three convictions for possession remain on the record. In such cases, the nature and dates of the remaining convictions will determine when the student regains eligibility.

It is the student's responsibility to certify to the Financial Aid Office the date of the conviction and if he/she has completed a drug rehabilitation program.

FEDERAL AND STATE PROGRAMS

Administration
LeMoyne-Owen College administers the federal and state aid programs listed below:

- Federal Pell Grants
- Federal Supplemental Educational Opportunity Grants
- Federal College Work-Study
- William D. Ford Federal Direct Loans (subsidized, unsubsidized and PLUS)
- Tennessee Student Assistance Grants

- ROTC scholarship programs (through the University of Memphis)
- Veterans Educational Benefits

Pell Grants
Federal Pell Grants are the foundation of most financial aid packages. The amount of each Pell grant is determined by a federal formula, which measures the ability of the student and the student's family to meet educational expenses.

Supplemental Education Opportunity Grants
Federal Supplemental Education Opportunity Grants (FSEOG) are available to students who demonstrate exceptional financial need. Applicants who are recipients of a Pell grant are given priority for these grants. Only Pell eligible students are eligible. Graduate students are not eligible

Work-Study
Federal College Work-Study funds are made available to the College to provide part-time employment for students with financial need. Students in this program are paid the national minimum wage.

William D. Ford Federal Direct Loan Programs William D. Ford Federal Direct Loan Programs are the subsidized, unsubsidized and parent loan programs for both undergraduate and graduate students. They are administered through the Department of Education to provide loans for college expenses.

Reserve Officer Training Corp
Reserve Officer Training Corp (ROTC) Scholarships are available to students who participate in either the United States Air Force, Army or Navy "Crosstown" programs based at the University of Memphis. Students admitted to these programs are committed to a period of service after graduation and compete for scholarships meeting most of the costs of their education.

Tennessee Student Assistance Awards
These awards are need-based grants to Tennessee residents who are enrolled at least halftime as undergraduates in eligible Tennessee colleges and universities. Funds are limited and students are urged to apply as early as possible after January 1, and well before the deadline of May 1. Student's eligibility is determined in the same manner as is eligibility for a federal Pell Grant.

Veterans Educational Benefits
Veterans Educational Benefits are maintained in the Veterans Affairs Office, which is currently housed in the Office of Student Records. The designated "certifying official" of the College cooperates with the Veterans Administration in providing educational opportunities for veterans and eligible persons under the appropriate laws. The office is responsible for maintaining veterans' needs related to educational benefits, providing information for counseling and tutorial assistance to eligible persons on campus. Upon accepting veterans' educational assistance, the student assumes responsibility for all rules and regulations of the Veterans Administration.

Veterans wishing to apply for educational benefits (except for students who transfer from regionally accredited schools) must submit high school/GED transcripts and/or transcripts from accredited colleges attended. All veterans and Guard/Reserve recipients must submit a DD-214 copy to the Records Office for transfer credit evaluation. These documents must be submitted within the first semester of attendance or further registration for courses will not be permitted.

The VA Form 22-1990 and 22-1999, Veterans Application for Program of Education or Training and Enrollment Certification, must be completed. Reserve and Guard benefit recipients must submit DD Form 2384 (NOBE) and a DD-214 form. Proper application forms for disabled veterans or sons/daughters, widows/widowers, wives/husbands of veterans are available in the Veterans Affairs Office. Most benefits and regulations also apply to eligible dependents.

VA regulations forbid a veteran from repeating a course that has been transferred from another school. Veteran students should not take a course that is not listed in the catalog or program of study under the major curriculum even though they are not counting it for VA benefits. Veterans may not be certified for a course for which they have received an "I" grade unless the "I" converts to a quality letter grade. Veterans may repeat courses with pay only if the previous grade was an "F." Veterans should consult with the Veterans Affairs Office certifying official prior to changing course load or majors and then verify the actual change.

Regular attendance is required to receive veterans benefit pay. Instructors are required to report non-attendance of veterans to the Veterans Affairs Office, which reports non-attendance to the Veterans Administration regional office. Payments are adjusted or canceled if attendance is not regular.

The Veterans Administration regional may be contacted toll-free by calling 1-800-827-1000. Veteran benefits recipients may also use the Department of Veteran Affairs website to address benefits concerns or to find current regulation information. The web address is not case specific: www.va.gov/educational/mail.atl.htm.

LEMOYNE-OWEN SCHOLARSHIPS

Each year the College awards more than $1 million in scholarship grants to enable students to meet the cost of attending LeMoyne-Owen. Funds for these awards come from three sources:

- Endowment income directed to scholarship support
- Donations to the Annual fund made for scholarships
- The College's operating budget.

Application
Current students must complete a brief application form. All students who hope to receive a scholarship award for the next year must apply. These applications allow the Scholarship Committee to update addresses and to be certain each student has completed the FAFSA (Free Application for Federal Student Aid).

Applications for LeMoyne-Owen scholarships are available in the Financial Aid Office, Records Office and Office of Student Development (Jean Saulsberry).

Students who have completed the application and the FAFSA by March 15 will be considered for a scholarship award. No late applications will be accepted.

Awards are made by the Scholarship Committee on the basis of recommendations from:

- The Director of the W.E.B. Du Bois Honors Society
- The Director of Athletics

- The Music Department Faculty

Each of these areas has a separate budget for awards and makes awards based on clearly stated qualifications.

In addition, the Scholarship Committee makes **General Academic** awards based on a student's GPA (3.0 minimum) and recommendations from Division Chairs (some divisions have special categories of awards such as journalism).

New Students: The admissions office recommends scholarship awards for incoming students, both first time and transfer.

Federal and State Grants
Pell, SEOG and TSAC grants are made on the basis of information in the FAFSA. Tennessee residents are eligible for TSAC (Tennessee Student Assistance Corporation) grants. It is extremely important that Tennessee students complete the FAFSA as soon as possible since TSAC awards are based on FAFSA data. When the Tennessee State TSAC budget runs out no more TSAC grants are made. This year many LeMoyne-Owen students were eligible for TSAC grants of up to $4,644 but received little or nothing because their FAFSAs were filed late or incomplete.
Many students believe that their FAFSA is complete when in fact some item is missing or incomplete. This then puts them at the end of the line for a TSAC grant. Note that family income can be estimated on the FAFSA.

Other sources of scholarship support
LeMoyne-Owen is a member of UNCF-The College Fund. Our students are eligible for scholarships administered by the UNCF. For information about these scholarships go to www.uncf.org and click on scholarships.
This site will also allow you to submit your profile. UNCF will then supply a list of scholarships that fit your profile. The scholarship office can also be contacted for information on other scholarship sources.

ENDOWED SCHOLARSHIPS

The Endowed Scholarship eligibility process is governed by the stated wishes of the donor, i.e., major area, grade point average, class, etc. Once the appropriate offices have verified the eligibility requirements, the names of eligible students with supporting documentation are submitted to the Scholarship Committee. More than fifty (50) endowed funds have been established by graduates and friends of the College to provide scholarship support for future generations of LeMoyne-Owen students.

Endowed Scholarships

The Emerson A. Alburty Memorial Scholarship

The Bennimore Walker Arnold Memorial Scholarship

The Columbus S. Bell Scholarship

The L. H. Boyce Memorial Scholarship

The Hazel P. Bryson Scholarship

The Mertie W. Buckman Scholarship

The Second Congregational United Church of Christ Memphis Scholarship

The Charles J. Dinkins Memorial Scholarship

The Vera D. and N. J. Ford Memorial Scholarship

The Jim and Ellida Fri Endowed Scholarship

The Charles F. Goodman Memorial Scholarship

The Gospel Temple Baptist Church Scholarship

The Alma C. Hanson Scholarship

The William R. Hearst Foundation Scholarship

The W. W. Herenton Scholarship

The W. W. Herenton NBC Scholarship

The Judge Odell Horton Scholarship

The Elinor Bryant Howlet Scholarship

The Mamie K. Jackson Memorial Scholarship

The Links, Incorporated, Memphis Chapter Scholarship

The George Anthony Lowe Memorial Scholarship

The Dr. Miles V. Lynk Scholarship

The Jeff A. Marmon Memorial Scholarship

The McKenney and Ernsberger Scholarship

The Mauise Vinson McPhail Scholarship for Medical Education

The Hubert S. Menke Keystone Laboratories Scholarship

The Middle Baptist Church Scholarship

The Reba S. Moody Memorial Scholarship

The Morrie A. Moss Memorial Scholarship

The Nationwide Insurance Scholarship

The Ethel Newcomb Scholarship

The Olivet Baptist Church Scholarship

The 100 Club Scholarship

The S. A. Owen Ministerial Scholarship

The Moses and Julia Plough Scholarship

The Helen and Edwin Prater Scholarship

The Hollis F. Price, Sr. Memorial Scholarship

The Reader's Digest Foundation Endowed Scholarship

The James Robinson Memorial Endowed Scholarship

The Schering-Plough HealthCare Products, Inc. Scholarship

The Etta M. Selmon and James L. Stewart Scholarship

The Charles and Grace Shelby Memorial Scholarship

The Major Taylor Cycling Club Scholarship

The Tennessee Baptist M & E Scholarship

The A. Maceo Walker Scholarship

The Estelle Anderson Walter Scholarship

The Grafta Mosby Looby Scholarship

The A. C. Williams Scholarship

The A. McEwen Williams Memorial Scholarship

The A. W. Willis, Jr. Memorial Scholarship

The Lessye H. Sugarmon Scholarship
The Bennie Cole Reams Endowment Fund

The Lillian P. Bendow Endowed Scholarship Fund

The Magnolia Bryant Endowed Scholarship Fund

The Dr. Mary E. Cotton Endowed Scholarship Fund

The T. R. McLemore Living Endowed Scholarship Fund

Hugh M. Gloster Endowed Scholarship Fund

Wesley & Earlene Holmes Memorial Scholarship Fund

Charles P. Roland Scholarship Fund

Jesse H. Turner Endowed Scholarship

Deloris J. Clark Burrow Endowment Fund

J. Autian Endowed Entrepreneur Studies

Emily P. Alburty Endowment

Vivian Dandridge White Endowed Scholar

Carl W. Stotts Endowed Scholarship Fund

Tannie Onwuzrigo Fund

Youlon D. Savage Endowed Scholarship

Helen Price Coleman Endowed Scholarship

CAMPUS LIFE AND STUDENT SERVICES

Division of Student Affairs
The Division of Student Affairs conducts programs and services designed to support students' academic goals. Student Affairs is responsible for student life programs including residential life; health services; personal and academic counseling; student activities; judicial affairs; disability services; Greek life; and intra-mural sports. Student Affairs is dedicated to helping students achieve their goals and the goals of the College.

The Student Health Center
The LeMoyne-Owen College Health and Wellness Center in partnership with Methodist LeBonheur Healthcare recognizes the positive impact that good physical and mental health has on educational success. The Health and Wellness Center is a place where currently enrolled students and employed faculty/staff can learn how to be and stay well. The Health and Wellness Center is run by a Registered Nurse (MLH employee), who provides the College community with health education, screenings and fosters a healthy lifestyle. Services offered include:

- Treatment of minor aches, pain and injuries (non-emergent problems)
- COVID Testing (by appointment only)
- Flu Shots
- Referrals

The Health and Wellness Center adheres to strict confidentiality and follows all HIPPA guidelines.

Health Education
The Health Center arranges to have at least one health education program per semester in the form of guest speakers, films, health screenings, etc. Brochures and other health related materials are available upon request.

After hours Medical Emergencies
On-campus students who become ill after regular clinic hours should inform the campus housing staff member on duty at (901) 435-1480 or Campus Safety at (901) 301-7340 for assistance. The student is responsible if ambulance service is required.

DISABILITY SERVICES

It is the policy of LeMoyne-Owen College to comply with Section 504 of the Rehabilitation Act of 1973, and with the Americans with Disabilities Act of 1990 in providing reasonable accommodations to qualified students with disabilities.

The Office of the Dean of Students is the place to begin for students with disabilities who wish to apply for accommodations. LeMoyne-Owen College has a clearly articulated procedure as to who retains pertinent documentation, what steps students must take to declare the need for disability related accommodations, and how that information is communicated to faculty.

Students who have a diagnosed and documented disability that would like to receive accommodations must self-identify with the Dean of Students Office. It is the students' responsibility

to self-identify if accommodations are expected. Accommodations will not be given automatically. Student should follow these steps:

- Meet with the Dean of Student Affairs
- Register for Disability Services
- Submit documentation to substantiate the disability

After the instructor and student have signed and agreed upon the recommended accommodations, it is the student's responsibility to submit the appropriate forms to the Office of the Dean of Student Affairs. This same procedure must be followed each semester for the duration of requested services. If the signed documentation is not submitted as instructed, students will not receive accommodations for any semester in which documentation is not provided.

Students must not wait until they are unsuccessful in a course to register for disability services. Accommodations are not retroactive and will only be provided from the point of notification.

SPIRITUAL LIFE

LeMoyne-Owen College is an educational institution grounded in strong religious principles and beliefs. The College encourages student involvement in local congregations. Local churches welcome LeMoyne-Owen College students and seek to provide the College community with opportunities for service and fellowship. On-campus worship opportunities include monthly Chapel services, on-site evening worship services with local congregations, and LOC Gospel and Concert Choir performances. Interaction with other believers is a valuable experience, especially for those who are unable to return home on a regular basis. Students are able to develop or further their faith while sharing and serving at local congregations. Students may contact the Division of Student Affairs for further assistance in locating a local congregation.

COUNSELING CENTER

The Counseling Center plays an integral role in enhancing the academic, social and personal life of students at LeMoyne-Owen College. The Center provides an array of educational and mental health services that contribute to student's well-being and safety. Counselors are available for assessment and evaluation of students' needs, crisis intervention, referrals, and even short-term counseling with students. The purpose of the Counseling Center is to provide a comprehensive set of interrelated services, activities and referrals which focus on the holistic development of the student.

The Center aims to provide high-quality counseling, wellness, and mental health services to help students develop healthy coping skills and personal crisis management strategies. Participation is confidential, voluntary, and at no additional cost/charge to students who are actively enrolled in courses and have paid student fees for the term in which they seek counseling services. Through the Center, qualified degreed and/or licensed counselors provide goal-driven counseling and services for students ranging from psychosocial assessment, intake, individual or group therapy, crisis intervention, referrals, and screenings.

Teletherapy
The Counseling Center utilizes teletherapy platforms to expand services to our student body.

Purpose Statement
The general purpose of the Counseling Center is to provide a comprehensive set of interrelated services, activities, and referrals, which focus on the holistic development of the student. Counseling is a growth process through which students are helped to define goals, make decisions, and solve problems related to personal, social and academic concerns.

Confidentiality Statement
Counseling often deals with very personal and private issues and is predicated on the principle of confidentiality that is established by law and professional ethics. Disclosure of information to third parties without consent of the student is prohibited. However, when necessary to protect the student and/or safety of others, disclosure of information about the student by faculty and staff to professionals within the College who have cause to know and are in professional positions to assist that student, is acceptable.

Services Offered

- Campus and Community Referrals
- Individual and Group Counseling
- Personal and Professional Relationship Counseling
- Educational Workshops

Office Hours

Monday-Friday

8:30 a.m. - 4:30 p.m.

Appointments Strongly Encouraged
To schedule an appointment:
Email: Counseling@loc.edu
Call: (901) 435-1733 or 1738

CAREER SERVICES

Career Services at LeMoyne-Owen College prepares students to be competitive in the global workforce through developing and enhancing students' skills and competencies while providing intentional career-related experiences, programming, services, and partnerships

Students are afforded the following services, in addition to various career preparation platforms, assessments, and networking opportunities with alumni and industry leaders:

- Resume and cover letter review and support
- Interview preparation
- Career focused workshops and presentations
- Career, graduate and professional school, and internship events and fairs
- Skills and career exploration evaluations

LOCATION: GOH 209

Regular Hours of Operation: Monday – Friday 8:30am – 4:30pm; Summer Hours of Operation: Monday – Thursday 8:00 am – 5:00pm

THE STUDENT CENTER

The Alma C. Hanson Student Center is the focal point of the College's extra-curricular life. It houses the Dorothy S. Harris Lounge, other student lounge areas, administrative offices, Student Government Association offices, the College dining hall, the print shop, the bookstore, the mailroom, and the Little Theatre.

ON CAMPUS LIVING AND LEARNING CENTER

The LeMoyne-Owen College Campus Living and Learning Center does not discriminate based on age, sex, race, religion, color, sexual orientation, national or ethnic origin in the acceptance into campus housing and the assignment of rooms. Room assignments are based on same gender of each occupant.

Students must maintain good academic standards (2.0 grade point average) and satisfactory academic progress (as defined in the College Catalog). Students who are not in good academic standing at the end of each semester may lose eligibility for student housing. Students may appeal this decision in writing to the Dean of Students within seven (7) days of notification. The decision of the Dean of Students is final.

Rules and Regulations

While the College does not generally impose a curfew on residential students, all residence halls close at 10:00 PM (or at other times as announced). All visitors are required to observe the Visitation Hours Policy and be out of the residence halls by closing time and off campus, except in instances where prior approval has been granted. In emergency situations, the College may impose a residence hall and/or campus curfew to safeguard persons and/or property.

CHILDREN/GUEST IN RESIDENCE HALLS

A child guest is defined as anyone less than 18 years of age. Under no circumstances will a child/guest be allowed in the resident's living quarters. Child/guest visiting at any time must be registered at the security/check-in desk with the resident host's ID and must always be escorted/supervised. The resident and their child/guest may meet in residential common areas/Gathering Rooms or other common areas on the first floor within residential housing during the following times only: Sunday through Saturday 4:00 p.m. to 9:00 p.m. It is not permissible for any resident to provide childcare in any residence halls.

Children under the age of thirteen are not permitted in the residence halls. At no time is a child (i.e. infant to 13 years old) to stay overnight in a residence hall. Babysitting in the residence hall is strictly prohibited. Persons violating this rule are subject to disciplinary action. Visitors between the ages of 13 and 17 must be accompanied by a parent or guardian. All visitors must sign in with the on-duty Security Officer.

The resident host is responsible for all actions of their child/guest. Violations of any of the College's Student Code of Conduct and/or Campus Living and Learning policies will result in disciplinary action

for the resident host. The Campus Living and Learning Center reserves the right to suspend child/guest visitation privileges when it is in the best interest of the College and residential community.

AUTOMOBILES

All students in campus housing who own automobiles are required to have a vehicle registration form on file in the Campus Safety Office and On-Campus Living and Learning Center. Parking decals are required. Decals must be visible in the window of each registered automobile. The Campus Safety Office must have on file an application that gives a description of each car, make, model, registration, and tag number. Vehicle registration forms may be obtained from the Campus Living and Learning Office. All disabled and non-registered vehicles may be towed after five (5) days at the owner's expense.

CLOSING OF RESIDENCE HALLS/COLLEGE CLOSINGS

Residence halls are closed during holidays (Christmas, and intervals between summer and fall sessions). Students must make other living arrangements during these periods. No student may remain in the residence halls past 12 Noon on the specified check-out date which is typically the day after final exams are concluded. Students failing to adhere to this policy will receive fines, including but not limited to:

- $50.00 – Per day early arrival fee
- $125.00 – Failure to return room key at the specified time

COMMON RECEPTION AREA

The residence hall has common reception areas (student gathering spaces). Students are responsible for their guests and must remain with their guests throughout each visit. Visitation beyond the lobby areas must adhere to the Visitation Policy. Appropriate dress is required in all common areas. No sagging pants can be worn in this area by male or female students or guests. It is inappropriate for undergarments to be visible.

COMPUTER ROOM

For the convenience of our student residents, a Computer Lab is provided in the On-Campus Living and Learning Center. The Computer Lab is always expected to remain clean and quiet. The operational hours can be found at the reception desk. The lab use is dedicated to residential students only. Students are expected to keep in mind that this is a community facility; they are expected to check–in with the Lab monitor to reserve study time(s).

EMERGENCY TEXT MESSAGING SYSTEM – e2Campus

The e2Campus system allows students, staff, and faculty to sign up at no cost to receive text messages regarding school emergencies, school closings, inclement weather, and school announcements. Students must register their telephone numbers to participate in the program. Students may log on to the campus Home Page www.loc.edu and click on e2Campus to register. Please note that if you have a telephone provider that charges for text messaging, you will incur text messaging charges for messages received from the college. If a student changes their telephone

number, he/she will need to update their information in the e2Campus System. For additional information/assistance contact the Compliance Department at 901-435-1477.

CAMPUS LIVING AND LEARNING FEES

All Campus Living and Learning Center fees must be paid at registration unless prior arrangements have been made with the Fiscal Office. Room fees are not refundable.

DEPARTMENT OF FOOD SERVICES

The Department of Food Services provides a meal service plan for students that have contracted to live in on-campus housing. Students who live off-campus may also purchase meal plans. Meals are consistent with the basic necessities of good health and proper diet. A schedule of hours for meals is posted in the foyer of the Robert C. Lipscomb Dining Hall, on residence hall bulletin boards, and at other campus locations.

All residential housing students are required to purchase a meal plan, except for Summer I and Summer II students. Meal plans are non-transferable. The unauthorized use of meal cards is prohibited.

Except on occasions when bag or box lunches are prepared, food is not to be taken from the dining area. A request signed by a residence hall staff person is required for permission to take food to a student who is confined to the residence hall for a valid reason.

Students are expected to observe standards of good conduct and decorum while in the dining area. Violation of the Code of Conduct may result in one of the following penalties: fine, disciplinary warning, probation, suspension, expulsion, or dismissal.

STUDENT ORGANIZATIONS AND ACTIVITIES

An important part of a student's educational process is participation in co-curricular activities and organizations on campus. These range from the Student Government Association to honor societies, fraternities, sororities, and social and academic organizations. These organizations and activities provide unique experiences through which students achieve greater social and intellectual maturity and professional competence. Students are encouraged to engage in several of these campus life activities.

SERVICE ORGANIZATIONS

Resident assistants, peer advocates, peer tutors, the pre-alumni club, cheerleaders, and other groups give students the satisfaction of providing an important service while enjoying the service activity.

STUDENT GOVERNMENT ASSOCIATION

The Student Government Association is the governing body for students on campus. The Association operates through a council composed of Senators, each of whom is responsible for administering one of these seven areas of student activities and interests: Athletic Affairs, Academic and Judicial Affairs,

Community Affairs, Social and Special Events, Cultural and Religious Affairs, Communications, Housing, etc.

SISTAH KONNECTION

This gender specific female initiative is designed to help provide a safe and supportive environment for female students, to enrich their quality of life and to uplift and aid their self-development. Through workshops, seminars, networking activities and counseling, Sistah Konnection offers opportunities to discuss and share information about issues that affect the lives of college women. By addressing the health, cultural, social, and economic needs of college women, Sistah Konnection aims to teach goal setting, empowerment and leadership techniques, to increase self-awareness and self-esteem and promote the development of sisterhood among the female student population.

BROTHERS LEADING OPPORTUNTIES FOR COLLEGIATE CHANGE (BLOCC)

The College's male initiative is designed to help develop and enhance the cultural and professional well-being of college men with emphasis on mental and cognitive health strategies. Its motto, "Achievement through Brotherhood," reflects the core values of the program: unity, leadership, support, and empowerment. BLOCC addresses how college-educated African American males can best remain true to their culture while navigating social contexts different from their own and how to strive for excellence in scholarship, leadership and community service.

THE MAGICIAN

The student news publication, *The Magician*, is the voice of the LeMoyne-Owen College student. Written, edited and published by LeMoyne-Owen College students, the news publication contains articles, editorials, cartoons, and photographs about campus life and community activities that impact students, faculty, staff, and the surrounding community. All students who are interested in working on the production of the print and online editions of *The Magician* may earn academic credit.

CONCERT CHOIR

The Concert Choir is open to students who desire to express themselves in song and who have had some previous experience in choral groups. The Concert and Gospel choirs provide music for the chapel services. (Admission by permission of the director).

GOSPEL CHOIR

The Gospel Choir is open to all students who desire to express themselves through religious music. The Gospel and Concert choirs provide music for the chapel services. (Acceptance through audition)

FRATERNITIES AND SORORITIES

Fraternities and Sororities are an integral part of campus life at LeMoyne-Owen. These organizations promote high standards of scholarship and community service and contribute to the development of student social life on campus. Fraternities with active chapters are: Alpha Phi Alpha, Inc., Iota Phi Theta, Inc., Kappa Alpha Psi, Inc., Omega Psi Phi, Inc. and Phi Beta Sigma, Inc. The sororities are: Alpha Kappa Alpha, Inc., Delta Sigma Theta, Inc., Sigma Gamma Rho, Inc., and Zeta Phi Beta, Inc.

To be eligible to join a fraternity or sorority, a student must have earned at least 28 credit hours at LeMoyne-Owen College and have a minimum grade point average of 2.5. Transfer students who wish to complete membership intake must have been enrolled at the College for at least one semester and must have earned at least 12 credit hours at LeMoyne-Owen with a GPA of 2.5.

PRE-ALUMNI COUNCIL

Students are encouraged to become active members of the Pre-alumni Council. Council members participate in activities supportive of the United Negro College Fund and move to membership in the National Alumni Association of LeMoyne-Owen College after graduation. The National Alumni Association is the parent body of all alumni of the College, including alumni chapters located in major American cities. The Association represents all graduates and former students of the College. The Alumni Affairs Office coordinates alumni activities. The Association encourages alumni to make financial gifts to LeMoyne-Owen and to serve as public relations representatives for the College.

INTERCOLLEGIATE AND INTRAMURAL SPORTS

LeMoyne-Owen participates in ten intercollegiate sports: tennis, cross-country, basketball and golf (all for both men and women), volleyball (women) and baseball (men). The College is a member of the Southern Intercollegiate Athletic Conference (SIAC) and Division II of the National Collegiate Athletic Association (NCAA).

STUDENT HANDBOOK

The Student Handbook is prepared by the Division of Student Affairs and is updated periodically. It serves as a ready reference to the major regulations relevant to students at LeMoyne-Owen College.

LeMoyne-Owen College reserves the right to change policies and procedures included in the Student Handbook as the need arises. As changes are made, they will be shared with the student body in a timely manner using various media, including written statements and electronic media. Students are encouraged to regularly check their college issued email accounts as it is the primary source of communication from the college.

Students are encouraged to actively engage in campus life activities and to follow regulations, which are provided in the Student Handbook, to ensure the protection of life and property and encourage a community of mutual respect and good will.

Policy Statement for General Student Complaints. Students with general complaints (Grievant) are encouraged to resolve the issue at an informal level by discussing the concern with the Respondent (another student, volunteer, client, faculty member and/or administrator identified by the Grievant as causing or contributing to the grievance) or the Respondent's supervisor.

If the Grievant is unable to resolve the concern at the informal level, then the Grievant may proceed to the formal level. The Grievant should file, no later than 20 days after the alleged incident; a written statement of the actions complained of and describe the resolution sought. This written complaint should be filed with the Dean of Students. Once a written grievance is filed or referred, the Dean of Students will determine whether the situation meets the criteria of a grievance. The matter will be closed

if the situation is determined not to meet the criteria of a grievance and the Grievant will be notified of the reasons.

If the matter is determined to be a potential grievance, the Dean of Students or designee (which may be an individual or a committee) shall hear the grievance and establish reasonable rules for the grievance procedure. A hearing will be held which will give the Grievant and College personnel, who were named in the grievance, an opportunity to detail their knowledge of the issues surrounding the grievance, and to review any related information/materials.

The Dean of Students may choose to hear the information in separate/individual hearings. In the event that the student is under the age of eighteen (18) or incapacitated, the student may have an advisor present to assist in presenting the case.

Students do not have the right to be represented by an attorney during these proceedings except in the case where civil or criminal action concerning the student is pending, and in that case the attorney's role shall be advisory only. The student is responsible for presenting their own case and, therefore, advisors are not permitted to speak at or to participate directly in any hearing except when the student is under the age of eighteen (18) or incapacitated.

Considering oral and written statements and comments, the Dean of Students shall issue a decision within ten (10) calendar days of the close of the hearing. The decision shall reject the grievance or grant the grievance and make recommendation(s) to resolve the issue(s). The decision of the Dean of Students is final unless either party files a Petition for Review with the Vice President of Student Affairs or designated administrator within five (5) calendar days of notification of the decision.

The Petition for Review may be filed only on the following basis: (1) the process outlined in this procedure was not followed, (2) the decision was arbitrary and was not based on the facts of the grievance, and/or (3) the Grievant or Respondent can provide new information that was not available during the meetings/hearings. (Information that was deliberately withheld will not be considered during the Petition for Review.) Upon receipt of a petition, the Vice President of Student Affairs will review the record and issue a written decision within ten (10) calendar days of the receipt of the petition. The Vice President’s decision is final. The Dean of Students or the Vice President of Student Affairs may, for good cause, extend the scheduling timelines described above.

Students should initially pursue a resolution of complaints regarding academic programs, financial aid, and other matters through the institution’s complaint procedure.

STATE OF TENNESSEE COMPLAINT PROCEDURE

If the College is unable to resolve a student complaint that has state jurisdiction, the student has the right to contact the State of Tennessee and its appropriate agency to determine the course of action. Complaints can be filed with the following agencies in Tennessee:

Complaints related to the application of state laws or rules related to approval to operate or licensure of a particular professional program within a postsecondary institution shall be referred to the appropriate State Board (i.e., State Boards of Health, State Board of Education, and so on), within the

Tennessee State Government and shall be reviewed and handled by that licensing board (http://www.tn.gov), and then search for the appropriate division.

Complaints related to state consumer protection laws (e.g., laws related to fraud or false advertising) shall be referred to the Tennessee Division of Consumer Affairs and shall be reviewed and handled by that unit (http://www.tn.gov/consumer/).

SOUTHERN ASSOCIATION OF COLLEGES AND SCHOOLS COMMISSION ON COLLEGES (SACSCOC)

Allegations regarding noncompliance with accreditation standards, policies, and procedures may be made to SACSCOC, 1866 Southern Lane, Decatur, GA 30033-4097. (The Commission's complaint policy, procedure and the Complaint form may be found on their website: http://www.sacscoc.org/pdf/081705/complaintpolicy.pdf)

CAMPUS SAFETY DEPARTMENT

The department of Campus Safety is located at 1058 Hollis F Price St. Memphis, TN 38126 and is staffed by an in-house Compliance Manager and a full-time contractual Safety Team of 12 officers. Campus Safety (Top Notch Officers) represents the College as the enforcer of State and local laws and College policies. Annually, each officer must successfully complete job specific training. Campus Safety has a close working relationship with local police and the Crump Station Precinct. The Memphis Police Department responds to all calls for assistance and other emergencies through 911 calls.

The Campus Safety and Security Office is open during normal business hours. The Safety Control Center is located in the center of Brownlee parking lot and is staffed 24 hours per day, providing around-the-clock protection services to the College community.

ACADEMIC AFFAIRS

DEGREE REQUIREMENTS

Degrees

LeMoyne-Owen College offers the Bachelor of Arts degree in eleven fields, the Bachelor of Business Administration in one field (with four different concentrations), the Bachelor of Science degree in ten fields and two Associate degrees. The College requirements for all degrees follow:

Bachelor's Degree Requirements:

- Successfully, completed at least 120 semester hours of course work with a minimum cumulative GPA of 2.0. The last 30 of these credit hours must have been earned in residence at LeMoyne-Owen and must include at least three credit hours in Core II courses at LeMoyne-Owen College. Only courses completed with a grade of A, B, C, D or P can be credited toward the degree.
- Earned at least 45 credit hours in 300 and 400 numbered courses at the junior/senior level.
- Completed the General and Liberal Arts Education Core Requirements with a minimum grade of C in all Core I and six of the Core II courses.
- Met the specific course requirements for a major concentration area with a minimum grade of C in all courses required for the major including cognate courses.
- Submitted a formal graduation packet which includes a current graduation application, current advisor approved academic Program of Study, Graduating Senior Exit Survey, Financial Aid Exit Interview, and Graduation Fee

Associate Degree Requirements:

- Successfully, completed at least 61 semester hours of course work with a minimum cumulative GPA of 2.0. The last 15 of these credit hours must have been earned in residence at LeMoyne-Owen and must include at least three credit hours in Core II courses at LeMoyne-Owen College. Only courses completed with a grade of A, B, C, D or P can be credited toward the degree.
- Earned at least 43 credit hours general education core courses and 18 additional hours. Of these 18 hours, 9 hours must be from the same area.
- Completed the General and Liberal Arts Education Core Requirements with a minimum grade of C in all Core I and six of the Core II courses.
- Submitted a formal graduation packet which includes a current graduation application, current advisor approved academic Program of Study, Graduating Senior Exit Survey, Financial Aid Exit Interview, and Graduation Fee

Waivers or Substitutions

Requests to waive or to substitute a specific course requirement must be made in writing and must be approved by a student's academic advisor, the appropriate division chair, and the Vice-President of Academic Affairs before submission to the Registrar. A copy of the approved request must be filed with a student's formal application for the degree.

Transfer Students
Transfer students may complete a LeMoyne-Owen degree by meeting all requirements with courses taken at LeMoyne-Owen or with the equivalent courses taken and passed with a grade of C (2.0) or better at their former institution(s). However, at least 25% of the total credit hours, and 25% of the major requirement hours (including cognates) must be earned at LeMoyne-Owen. The last 30 credit hours must be earned in residence at LeMoyne-Owen. The total credit hours at LeMoyne-Owen must include at least three credit hours in Core II courses.

Transfer Credit
Transfer credit is granted for courses in which a grade of C (2.0) or better was earned at a regionally accredited institution, and which are appropriate to the LeMoyne-Owen curriculum. Some transferred courses may meet general education or major field requirements. Any course taken more than seven years ago may not be accepted at LeMoyne-Owen College.

Double Major
A double major may be completed by meeting all the requirements for each major. A student must designate one major as the "primary major" which will be listed on the degree. However, the College transcript will indicate that two majors have been completed.

Second Bachelor's Degree
A second bachelor's degree may be earned by a student already holding a bachelor's degree not older than five years from LeMoyne-Owen or another institution by completing at least 25% of the requirements for graduation in that program in residence, and by taking at least 30 hours at LeMoyne-Owen College.

Courses Taken at Other Institutions
Courses at other accredited institutions may be taken for credit by enrolled LeMoyne-Owen students only under special circumstances and with prior approval. A student's advisor, division chair, and the Vice President of Academic Affairs may grant such approval to students who are graduating seniors and need courses not available at LeMoyne-Owen. Approval may also be granted to students who wish to take a course never available at LeMoyne-Owen or who wish to take a summer course at an institution near their home. A Request to take a class at another institution must be submitted and approved prior to enrollment and completion of the course at another institution.

CLASSIFICATION OF STUDENTS

Students at LeMoyne-Owen College are classified by type and by semester hours satisfactorily completed.

Classifications by type are:

Full-time student	Student enrolled for twelve or more semester hours
Part-time student	Student enrolled for fewer than twelve semester hours and more than 6 semester hours

Half-time student	Student enrolled for six credit hours
Less than half-time	Student enrolled for less than six credit hours
Non-degree seeking student	Student who is not a candidate for a degree or certification
Transient/Visiting student	Student who is enrolled as a degree-seeking student at another college or university and intends to transfer credit back to their home institution

Classification by semester hours satisfactorily completed are:

Freshman	30 or fewer semester hours completed
Sophomore	31-60 semester hours completed
Junior	61-90 semester hours completed
Senior	91 or more semester hours completed

CREDIT HOUR LOAD

A minimum of 12 and a maximum of 18 semester hours of class and laboratory work, exclusive of band or choir, constitute a normal load for a full-time student during a semester. A student who had a normal load or an overload during the preceding semester and earned a "B" average may be permitted to carry a maximum load of 19 semester hours. A student who has an overall average of "B" may, under exceptional circumstances, be permitted to carry an overload not to exceed 21 semester hours during the final semester of the senior year.

CREDIT HOUR POLICY

LeMoyne Owen College defines a credit hour in accordance with the federal definition: "… a credit hour is an amount of work represented in intended learning outcomes and verified by evidence of student achievement that is an institutionally established equivalency that reasonably approximates not less than (except as provided in 34 CFR 668.8(k) and (l)*)*:

- One hour of classroom or direct faculty instruction and a minimum of two hours of out-of-class student work each week for approximately fifteen weeks for one semester or trimester hour of credit…or the equivalent amount of work over a different amount of time; or
- At least an equivalent amount of work as required in paragraph (1) of this definition for other academic activities as established by the institution, including laboratory work, internships, practicums, studio work, and other academic work leading to the award of credit hours.

An equivalent amount of work is required in courses and academic activities where direct instruction is not the primary mode of learning, such as online and hybrid courses, laboratory work, independent study, internships, practicums, studio work, etc. Credits will be awarded on the basis of documented

learning objectives, expected learning outcomes, and student workload expectations within a specified period of academically engaged time.

Application of the Credit Hour Policy by Course Type

For face-to-face or traditional instruction: The completion of one credit hour of classroom or direct faculty instruction and a minimum of two credit hours of out-of-class student work each week for one semester (15 weeks); or

For hybrid, hyflex, online, and accelerated courses: The completion of an equivalent amount of faculty instruction and student work, as stipulated above in paragraph (1), that may occur over a different amount of time; or

For other academic instructional activities: The completion of an institutionally sanctioned academic activity (e.g., externship, practicum, internship, independent study, studio work, laboratory work, and fieldwork) that is equivalent to the amount of work stipulated in paragraph (1), that may occur over a different amount of time.

Description of the Credit Hour Policy by Instructional Activity

	Traditional in-class Credit Bearing Course or Hybrid/HyFlex/Online Course (Per Semester)		**Non-Traditional Credit Bearing Experience (e.g. Internship, Independent Study)**
Credit Hours Earned	**Minimum Instruction Time Required**	**Minimum Outside of Class Time Required**	**Amount of Time required for all activities (Note: same as the previous two columns combined)**
1 Credit	12.5 hours	25 hours	37.5 hours
2 Credits	25 hours	50 hours	75 hours
3 Credits	37.5 hours	75 hours	112.5 hours
4 Credits	50 hours	100 hours	150 hours
5 Credits	62.5 hours	125 hours	187.5 hours

Accelerated Sessions
Courses offered within a timeframe that is less than the standard 15-week semester but are the same as standard semester courses. The content and learning outcomes are the same. Accelerated courses meet the minimum contact hour requirement within the specified timeframe.

Lecture/Seminar
A course in which the instructor's primary emphasis is on transmitting knowledge or information, explaining ideas or principles, and/or modeling skills. In some courses, students may be expected to participate in classroom activities by means appropriate to the subject matter, such as discussion, performance, skill development, etc. A semester credit hour is earned for fifteen, 50-minute sessions of direct faculty instruction and a minimum of two hours of student preparation time outside of class per week throughout the semester. A *typical* three-credit hour course meets for three, 50-minute sessions, two, 75-minute sessions, or one 150-minute session a week for fifteen weeks. Most lecture and seminar courses are awarded 3 credits.

Laboratory
Practical application courses where the major focus is on "hands-on" experience to support student learning (use of equipment, activities, tools, machines generally found in a laboratory. Labs give students first-hand experience in developing and practicing skills, translating theory into practice, and developing, testing, and applying principles. 1- 2 Laboratory credits represent a minimum of 1 hour per week of lecture or discussion plus a minimum of 2–4 hours of scheduled supervised or independent laboratory work.

Studio
Courses taught as applied study on a private or semi-private basis. Students receive anywhere from 1–2 credits for applied music courses. Private instruction ranges from 30 to 60 minutes with independent practice as prescribed by the instructor.

Internship/Field Experience/Student Teaching
Courses developed for independent learning and the development and application of job related or practical skills in a particular discipline. These courses allow for observation, participation, and fieldwork, and are generally offered off- campus. Internship time includes a combination of supervised time by approved experts outside the college, student assignments, and supervised evaluations by a college instructor and internship/field supervisor.

- 3 credit hour internship – ranging from 112.5 to 150 hours throughout the semester
- 1 credit hour internship - ranging from 50 to 100 hours throughout the semester
- 12 credit hour field experience/student teaching – ranging from 350 to 500 clock hours in alignment with accreditation associations.

Independent Study
Undergraduate directed study in an area of special interest not readily available through conventional course offerings. The student works with a chosen faculty member who approves the student's individualized plan of study and supervises his/her progress. An independent study may be project-oriented, research-oriented, and/or focus on directed readings and writing in the area of interest. The terminology used by the program may vary (e.g., independent study, individual study, directed study, problems, undergraduate problems, graduate problems, research problems, honors problems, senior honors research, reading and research for honors, readings, directed readings, etc.). Credit hours are

assigned based on the amount of activity associated with the course, faculty supervision, and amount of student outside work.

Hybrid
A course is considered hybrid (or blended) when it is composed of both online learning and classroom learning and incorporates the best features of both environments to meet the learning objectives of the course. No less than 51% of the course is to be scheduled as face-to- face, and no more than 49% of the course is to be scheduled as online. For a three-credit course, no less than 76.50 minutes (1.275 hours) a week can be scheduled face-to-face and no more than 73.50 minutes (1.225 hours) per a week can be scheduled online equaling a total of 150 minutes of instruction per week.

HyFlex (Synchronous)
The hybrid flexible, or HyFlex, course format is an instructional approach that combines face-to-face (F2F) and online learning. Each class session and learning activity is offered in-person and synchronously online. Regardless of mode of instruction, courses should be consistent in terms of quality, assessment, learning outcomes, requirements, etc. as courses offered face-to-face with the same department prefix, number, and course title. Faculty must demonstrate active academic engagement through interactive methods, including but not limited to, interactive tutorials, group discussions, virtual study/project groups, discussion boards, chat rooms, etc. Simply logging on, either by faculty or students does not constitute active student learning. Credit hours assigned to a course delivered in HyFlex Mode must equal the number of credit hours for the same course delivered face-to-face.

ACADEMIC STANDARDS

LeMoyne-Owen students must pursue and complete courses at a rate that will allow them to earn their degree in a reasonable amount of time. Many students are able to complete the requirements for the degree in four years by earning an average of 15 credit hours in each of their eight semesters. However, some students will require more than four years earning their degree. The College has established standards that define a minimum rate of progress toward the degree. They define the minimum number of course credit hours that must be attempted, the number that must be completed, and the cumulative grade point average that must be achieved as credit hours are accumulated. A course and its credit hours are considered to be completed if a grade of A, B, C, D or P is earned. The number of course credit hours attempted includes all courses for which one of those grades was received, plus courses where the result was a designation of WA, WD, WF, F or I. Repeated courses are counted as attempted and completed (or not), for each attempt. However, only the most recent grade and credit hours are included when calculating the GPA.

Satisfactory Academic Progress
A student is in good academic standing if he or she has earned at least 70% of all attempted credit hours and has a cumulative GPA of at least a 2.0 at the end of each fall and spring semester.

If a student's cumulative GPA falls below 1.5 in any semester, the student will be automatically suspended with the right to appeal.

**LOC students must be aware of the major differences in our Academic Policies versus their eligibility to receive financial aid funds. The College has established standards that define a minimum rate of

progress toward a degree. This rate also requires students to achieve a certain grade point average at the end of each year. Any student receiving state and federal financial aid must also earn at least 70% of all attempted hours. Consequently, a student could be on probation academically but not be eligible for state and federal financial aid. Students are reviewed at the end of the academic year (after spring semester). Students who do not earn at least 70% of all attempted hours and earn a GPA of less than a 2.0 and upon a successful written appeal through the Academic Standards Committee (AHSSC) can continue to receive federal financial aid for one semester. At the end of that semester, if the student does not meet the academic standards, federal financial aid is suspended.

Repeated courses
Effective July 1, 2011, there is a rule change regarding federal financial aid and payment of repeated coursework. Students can only repeat a passed course once and receive financial aid. A passed course is defined as a grade designation of A, B, C, or D.

Full-time Students
Full-time students who meet these standards are said to be in academic good standing, having made satisfactory academic progress in their time at the College. They remain eligible for state and federal financial aid.

Part-time students
Part-time students are those attempting fewer than 12 credit hours in a regular semester. Part-time students lose eligibility for state and federal financial aid if they fail to maintain progress as defined under Financial Aid.

Note: State and federal financial aid are only available for support of the first 180 credit hours attempted by a student. These credit hours include all accepted transfer credit hours from all previously attended institutions, even those in which a student did not receive state/federal aid. As a further restriction, part-time students may receive state or federal financial aid for a maximum of twelve years.

ACADEMIC PROBATION, SUSPENSION AND DISMISSAL

Academic Probation
Students who are not in academic good standing at the end of every Fall/Spring semester at LeMoyne-Owen are placed on academic probation for one (1) semester upon approval of a written appeal through the Academic Standards Committee. The student will be placed on an academic plan to assist them with achieving a status of good academic standing. They will be removed from probation at any time during this period if their GPA meets the academic standards of the college. But, if they are not in academic good standing by the end of the following semester, they will be placed on academic suspension. Students on academic probation may not take more than 13 credit hours each semester, enroll in student teaching, hold office in any student organization or participate in intercollegiate athletics. During the period of probation, students must work with their faculty advisors, instructors and designated counselors to define and use appropriate support services. Students on probation may not register for the next semester without the approval of the Chair of the Academic Standards Committee.

Suspension
Students who are suspended from the College are required to spend a defined period, usually two regular semesters, away from the College. During this period, they may be required to successfully complete activities defined by the Academic Standards, Honors and Selection Committee if they are to be considered for readmission to LeMoyne-Owen. A student who is readmitted to the College following a period of academic suspension, and who subsequently fails to achieve a C (2.0) GPA in any semester, will be dismissed from the College.

Appeal
An appeal can be made by a student who has been suspended or dismissed. The appeal must be presented in writing to the Academic Standards, Honors and Selection Committee and should fully describe the extenuating circumstances on which the appeal is based. The appeal should be supported by documentation. An appeal should be made as soon as possible, but no later than one month, before registration for the next semester.

ACADEMIC GRIEVANCE

There may come a time in the student's attendance at LeMoyne-Owen College that he/she may believe an instructor has treated them unfairly in the grading process. If this occurs, there is a grievance process for students to follow.

Academic Grievance Appeal Process
All formal grievances and appeals must be expressed in writing to the appropriate academic Division Chair, in correct business format, typed or word-processed in clear, Standard English. Students should include their complete name, social security number, and full address and phone number where they can receive a response. The formal appeal applies only when the student follows the steps listed below.

Student grievances filed for the purpose of reviewing a grade must be submitted by the published deadline for student completion of work to remove incompletes in the semester following the disputed grade.

The Instructor
Before submitting a formal appeal, the student should talk to the instructor first. Frequently, the problem is simply a lack of communication between the faculty member and student. Most grievances can be worked out at this level.

The Division Chairperson
It is possible; however, that the problem may not be solved during the exchange between the student and the instructor, or the student feels that he/she has been wronged. The next step for the student is to contact the instructor's division chairperson. The chairperson is in the best position to mediate the situation.

Academic Grievance Committee
The student may still be dissatisfied and then may file a formal written appeal with the division chair. If so, two (2) faculty chosen by the instructor, two (2) by the student and one (1) by the division chair will hear the case. The Division Chair will name a committee chair. These persons chosen as

representatives will then, after deliberation, make a written recommendation to the Division Chair. If the grievance is against a Division Chair, the grievance should be addressed to the Provost & Vice President for Academic Affairs who will name the Committee Chair. Students must submit the written request for a grade change no later than in the term immediately following the disputed class, by the published deadline for completing incomplete grades. From the time a student submits the written appeal there will be a maximum of two weeks to name and establish the committee. If the student does not submit two faculty names by the two-week deadline, the Division Chair will appoint those two members as well as the chair of the committee. Once constituted, the committee will have three weeks to meet and render a written decision. Once the decision is presented in writing, the student has two weeks to file an appeal with the Provost & Vice President for Academic Affairs if a further appeal is desired. The time frame for appeals during the summer or other times when faculty are not officially on campus depends on the availability of team members.

The Provost & Vice President for Academic Affairs
The final authority on all academic matters is the Provost & Vice President for Academic Affairs. Therefore, after going through the three (3) steps outlined above, the final appeal is to the Provost & Vice President for Academic Affairs The student at this point addresses his/her grievance in writing, including supporting documents to the attention of the Provost & Vice President for Academic Affairs. The decision of the Provost & Vice President for Academic Affairs will be communicated to all concerned parties.

The decision of the Provost & Vice President for Academic Affairs is final.

ACADEMIC HONORS

LeMoyne-Owen recognizes academic achievement by awarding deserving students' membership and recognition in the honor societies and scholars groups described below.

Dean's List
A student must earn a semester GPA of 3.5 or greater to be considered for the Dean's List. Students are considered for the Dean's List each semester.

President's List
A student must maintain a cumulative GPA of 3.5 or greater and have earned at least 28 credit hours at LeMoyne-Owen College to be considered for the President's List. Students are considered for this honor once a year at the end of the fall semester.

Divisional Honors
Qualification for LOC Divisional Honors is evaluated at the end of the fall semester. Written nominations must be received by the Committee on Academic Standards, Honors, and Selection no later than the third Friday in February. The honor will be given to only one student per division. Nominees will be presented to the faculty at the March meeting of the Faculty Assembly.

Graduation with Distinction
The faculty may nominate students based on academic achievement and special merit.

All-American Scholars
Students must have at least 45 earned credit hours and a cumulative GPA of 3.5 or greater. A student's extra-curricular involvement will also be considered. The Registrar will distribute a list of eligible students (GPA and earned hours) to the division chairs, Dean of Students, and Dean of Faculty. Nominations must be received by the Committee on Academic Standards, Honors, and Selection no later than the third Friday in February. Nominees will be presented to the faculty at the March meeting of the Faculty Assembly.

Who's Who among Students in American Colleges and Universities
Students must have at least 60 earned credit hours and a cumulative GPA of 3.0 or greater. The Registrar will distribute a list of eligible students (GPA and earned hours) to the division chairs, Dean of Students, and Dean of Faculty. Nominations must be received by the Committee on Academic Standards, Honors, and Selection no later than the third Friday in February. Nominees will be presented to the faculty at the March meeting of the Faculty Assembly.

Alpha Kappa Mu National Honor Society
Students must have at least 60 earned credit hours at LeMoyne-Owen and a cumulative GPA of 3.3 or greater. The Registrar will distribute a list of eligible students (GPA and earned hours) to the division chairs, Dean of Students, and Dean of Faculty. Nominations must be received by the Committee on Academic Standards, Honors, and Selection no later than the third Friday in February. Nominees will be presented to the faculty at the March meeting of the Faculty Assembly.

ACADEMIC PRIZES

Phi Beta Sigma Fraternity Prize
The Phi Beta Sigma Fraternity Prize is an endowed prize contributed by the Phi Beta Sigma fraternity, awarded to the male freshman student with the highest scholastic average at the end of two semesters at LeMoyne-Owen.

The Cornelia C. Sanders Prize
The Cornelia C. Sanders Prize is an endowed prize established by Mrs. Delora S. Thompson, alumna, in memory of her sister, Miss Cornelia C. Sanders, alumna, a Memphis elementary school principal. The prize is awarded to a graduating senior who shows promise in the field of secondary education.

Helen Shorts Memorial Prize
The Helen Shorts Memorial Prize is an endowed fund established by the Reverend R. B. Shorts in memory of Mrs. Helen B. Shorts. The prize is awarded to a student majoring in elementary education.

Alison Vance Prize
The Alison Vance Prize is an endowed prize established by Mrs. Marion Vance Gibson in memory of her sister, Miss Alison Vance. Miss Vance was an alumna of the College and teacher in the Memphis elementary schools. The prize is awarded to the graduating senior who is most outstanding academically in the field of secondary education.

The Estelle Anderson Walter Senior Prize for Science Excellence
The Estelle Anderson Walter Senior Prize for Science Excellence is an endowed prize established by Ronald A. Walter in memory of his mother, Mrs. Estelle Anderson Walter, whose family has been associated with the College since its beginning. The prize is awarded annually to the senior majoring in Biology or Chemistry with the highest-grade point average based on the GPA of the Junior year in his/her respective major.

Juanita Williamson Award
The Juanita Williamson Award was established by an anonymous donor to honor students whose academic performance exceeds the expected and enriches the intellectual and creative climate of LeMoyne-Owen College. The prize acknowledges merit and originality in any academic endeavor and is flexible to encourage innovation. Any faculty member may recommend a deserving student to the Dean of Faculty, who shall have discretion over the award. Prizes may be granted at any time during the academic year to provide support for the honored activity.

ACADEMIC HONESTY

ACADEMIC RECORDS

LeMoyne-Owen insists on high standards of academic honesty. Cheating on exams or on other work, or using others work without citation are not tolerated and are subject to serious penalties as described in the student handbook.

CREDIT HOURS

In defining a credit hour, LeMoyne-Owen College recognizes the Federal definition and Carnegie unit recommendations.

1. For courses taught in a traditional classroom format, a credit hour is normally granted for completion of at least one 50-minute session of classroom instruction per week for 15 weeks, or the equivalent time per semester, and a minimum of 2 hours per week for 15 weeks of out-of class student work, or the equivalent time per semester.

2. Alternatively, a credit hour may be granted for at least an equivalent amount of work as required in item 1 above for other academic work, activities or instructional modes of delivery leading to the award of credit hours.

The unit of credit at the College is the semester hour, the amount of credit equivalent to one full class period each week for one semester. A class period is 50 minutes. Thus, a course that meets for three 50 minutes periods each week is a three-credit hour course. One that meets for two 75-minute periods each week is also a three-credit hour course. Laboratory work involving from 110 to 150 minutes each week is equated to one credit hour. Due to the COVID-19 pandemic, class periods were modified to two 80-minute class periods. For the most current class period information, please contact the Division of Academic Affairs

Course Load
Full-time students carry a normal course load of 12 to 18 credit hours each semester. Students who wish to enroll for 19-21 credit hours must have the permission of their advisor and division chair and will be charged additional tuition at the rate of $449/credit hour. No load above 21 credit hours each semester or 8 credit hours in each summer term is permitted.

Class Standing
A student who has successfully completed from 1 to 30 credit hours has freshman standing; from 31-60, sophomore standing; from 61-90, junior standing; and 91 or more, senior standing.

Advanced Standing Credit
Advanced Standing Credit is granted to students who score at the level recommended by the American Council on Education on College Level Examination Program (CLEP) exams. Advanced Standing Credit may also be granted to students who score a three or better on the College Board Advanced Placement Program exams. Finally, a student may be granted credit for a course or other experience if they can demonstrate to the Advanced Standing Committee that they have mastered the material in question, and that it corresponds to a course at LeMoyne-Owen College. Examinations used to test this mastery are provided to the Registrar's Office by the appropriate division chair. Courses for which credit may be granted through CLEP, AP or LeMoyne-Owen exams are listed under each Academic Division in the Curriculum section of the catalog. Application and Recording.

A student may apply for and receive Advanced Standing Credit at any time. However, this credit will not be recorded on the student's transcript until the student has completed 12 credit hours at the College. No more than 24 Advanced Standing credit hours may be applied toward a LeMoyne-Owen degree.

Any matriculated student at the College may apply for Advanced Standing credit by completing a Request for Credit by Examination form and submitting to appropriate the Division Chairperson specifying the course for which credit is sought. The deadline for an application is the first week of any semester. A $50 fee must be paid in advance for each Advanced Standing examination. For credit to be granted for Advanced Standing, the student must register for the course for the term. If credit is granted, a grade of "P" will be recorded on the student's academic transcript. If the exam is completed and the student is unsuccessful, a grade of "F" will be recorded on the student's academic transcript. A course with a "P" grade is not included when calculating the GPA however, credit is calculated into the total earned hours.

CREDIT FOR PRIOR LEARNING

Students with significant prior experience relevant to their academic program may apply for the Credit for Prior Learning option. The student must discuss with an advisor the nature of the experience, and with the counsel of their advisor, develop a paper relating prior learning to their academic studies. If the paper and the documentation of the experience are accepted, a student may receive a course credit up to 3 credit hours. The final award is posted on a student's transcript with a "P" grade. The maximum allowable credit is 15 hours. Credit for prior learning is not offered for any of the science, math or

computer science courses. Credit for Prior Learning is only offered for elective courses. The fee for Credit for Prior Learning (CPL) is $120.00 per 3 credit hour course.

THE GRADING SYSTEM

A course grade represents an instructor's evaluation of a student's work as determined by such factors as examinations, written and oral assignments, and other related coursework. The relative weight of each factor in determining the grade is announced by the instructor at the beginning of each course.

Levels of Achievement

At LeMoyne-Owen, five letter grades are used to represent these levels of achievement:

A - Highest distinction.

B - Superior.

C - Average.

D - Lowest passing grade.

F - Unsatisfactory, thus failing.

WA – Administrative Withdrawal

WD – Withdrawal

WF – Unsatisfactory, failure to meet academic attendance standards at the mid-semester mark.

A grade of A earns four quality points for each credit hour in the course; a B earns three quality points; a C earns two quality points; and a D earns one quality point for each credit hour. A Grade Point Average (GPA) is calculated by multiplying the quality points (from the grade) times the credit hours earned for each course, then dividing the sum of these products by the total credit hours in which a grade of A, B, C, D, or F is received.

The grade of P - pass is reserved for courses for which credit has been obtained through the Advanced Standing, Credit for Prior Learning and for courses specifically designated as "pass/fail".

Other Designations

Other designations are used to indicate the outcome of a student's work in a course. They are: AU - audit, a course not taken for credit, WA - withdrawn administratively, WD - withdrawn by student before deadline for withdrawal. Courses in which AU, WA or WD is given earn no credit hours and no quality points. The grade I - incomplete, is a temporary grade (see below).

Incomplete Grades

Incompletes will only be granted if:

1. the student has completed at least 75% of the course work with a passing grade;

AND

2. a. the student applies in writing explaining why they cannot complete the work (the memo should be in standard grammatical English, include documentation, be submitted before the final examination for the course; and include contact information)

OR

b. the student has completed all the work at a passing level and has a good attendance record and does not appear at the final examination and the teacher has good reason to believe the absence might be justified.

Students will complete the work on or before 45 days into the next semester (excluding the summer semesters), or the grade will turn to an "F".

Students with incompletes will not be allowed to enroll in the same course again until the grade of "I" has been removed (for courses students can take multiple times) and they will not meet any prerequisite requirements the course may carry until they remove the "I" grade.

WITHDRAWAL

The designation WD is assigned in all cases of withdrawal from a course, whether a student is just withdrawing from a course or leaving the College. To withdraw from a course, it is necessary to file an official Course Withdrawal Form with the Registrar before the deadline published in the College calendar. A student who fails to file this form before the deadline will receive the grade earned in the course. To withdraw from the College, the appropriate form must be filed with the Registrar. A student who leaves the College and fails to file this form can receive no refunds that may be due and will receive an "F" in all courses.

GRADE CHANGES

After a grade is submitted to the Office of Student Records, it cannot be changed because of a revision in the judgment of the instructor. However, a grade change can be made to correct an error in transcribing or computing a grade or, when some part of a student's timely work was inadvertently overlooked. A grade may also be changed as the result of a formal appeal, as described in the Student Handbook. In no case may a student undertake new work or take a make-up exam to secure a different grade. In the event that the faculty member in a course is no longer on campus, the division chair will handle grade change requests.

COURSE REPEAT

When a course is repeated, the new grade is recorded in the semester earned. The previous course, its grade and credit hours, remains on the transcript but is not included when calculating the GPA and does not count toward graduation. Certain courses with variable content may be repeated for graduation credit and are included in the GPA each term it is taken. These are clearly identified in the course descriptions.

CLASS ATTENDANCE

When unexcused absences exceed 15% of the scheduled meetings, the instructor may reduce the student's final letter grade. When unexcused absences exceed 20%, the instructor may give the student an F. Students may not enter a class beyond the date specified on the calendar. Attendance will be reported no later than the end of the third week of classes and any students not attending, No Show, will be disenrolled.

Instructors may grant excused absences for scheduled school activities such as varsity games or course field trips. An excused absence may also be granted if a student provides a written statement from a doctor concerning an illness, a statement concerning a death in the family, or a statement describing other reasons deemed valid by the instructor. The excuse is at the discretion of the instructor.

Work missed or made late by an excused absence may be made up at the discretion of the instructor.

ADMINISTRATIVE WITHDRAWALS

In the event of documentable circumstances beyond the student's control, such as hospitalization, incarceration, death of an immediate family member, etc., an application for administrative withdrawal may be submitted to the Office of Student Counseling. If the Administrative Withdrawal is approved, a grade of "WA" will be recorded on the student's academic transcript.

TRANSCRIPT

An official transcript of a student's record at the College is made available to other educational institutions, to prospective employers, etc., when a request is made by the student or former student. All current and former student transcript requests must be submitted via parchment.com A fee of $5 is assessed for each transcript requested.

Unofficial transcripts are made available to the student or others when the student or former student makes a request. Transcripts issued to a student are marked "Unofficial - issued to student." A fee of $5 is assessed for each transcript requested and must be requested via parchment.com.

PROTECTION OF PRIVACY

LeMoyne-Owen College complies fully and fairly with The Family Educational Rights and Privacy Act of 1974 (FERPA), as amended. Commonly referred to as the Buckley Amendment, it provides, among other things, that eligible students have the following rights:

- To inspect and review their educational records.
- To challenge the content of their educational records if they believe that it is inaccurate or misleading.
- To consent to the disclosure of personally identifiable information contained in the student's educational records, except to the extent that FERPA authorized disclosure without consent.

- To file with the United States Department of Education a complaint of alleged failure by the institution to comply with the Act; and
- To obtain a copy of the College's student record policy.

The Act obliges the College to inform students of their rights and to establish policies and procedures through which their rights can be exercised. The registrar is responsible for policy administration under FERPA. Inquiries should be addressed to the Registrar, Office of Student Records, and Brownlee Hall. Copies of the College's student records policy can be obtained at the Office of Student Records.

DIRECTORY INFORMATION

LeMoyne-Owen College designates the following items as Directory Information: a student's name, College email address, telephone number, date and place of birth, major field of study, participation in officially recognized activities and sports, weight and height (for members of athletic teams), dates of attendance, degrees and awards received, most recent previous school attended, and photograph.

The College may disclose any of those items without prior written consent unless notified in writing to the contrary within two (2) weeks after the first day of class of the term. Requests for non-disclosure must be renewed for each term with the Office of Student Records.

SPECIAL ACADEMIC PROGRAMS AND SERVICES

Cooperative Education/Internships
Cooperative Education/Internships is a unique program of educational enrichment that combines classroom instruction with related work experience gained through periods of on-campus study and off-campus employment. It is designed to enhance the student's self-realization by supplementing academic study with structured work experiences in industry, education, social services, or government.

Du Bois Scholars
The Du Bois Scholars Program provides a stimulating environment where young scholars who have shown academic promise can flourish. Du Bois Scholars participate in special seminars and off-campus opportunities that are designed to challenge their intellectual curiosity, enhance their cultural understanding, and develop their leadership capabilities. In addition to maintaining a commitment to their academic development, members of the program are expected to provide leadership and service to the College and local community.

For new students, the admissions application serves as their application to the Du Bois Scholars Program. Students already enrolled in the College may apply by completing scholarship applications distributed by the Dean of Students office.

International Studies
The International Studies Program advises students on opportunities for study abroad and assists them in finding scholarship support for study abroad. Recently, LeMoyne-Owen students have had the opportunity to study in these countries: Israel, Great Britain, France, Spain, Japan, South Africa, and Zimbabwe.

Service-Learning
The Service-Learning Program provides many structured, community-based service opportunities for students. The program also provides support for faculty, through workshops and as a resource center for various syllabi, reading materials, and assessment tools. The Program functions as a conductor for the creation of internships and other experiential learning opportunities that engage learning with service activities. Through the Program, College students can receive up to 12 hours for participating as a volunteer in Service-Learning 398A. One-Plus Credit, 398B, a component of the program, is offered so students in a structured course can participate in a service opportunity and receive extra credit for the course taken. By combining volunteer services with reflective reading and writing assignments, the student can appreciate the learning experience and view service to the community as a significant part of life.

COLLABORATIVE PROGRAMS

American Heart Association
A non-profit organization in the United States that funds cardiovascular medical research, educates consumers on healthy living and fosters appropriate cardiac care to reduce disability and deaths caused by cardiovascular disease and stroke.

1. The American Heart Association/LeMoyne-Owen Food Pantry: The food pantry will reduce food insecurity by ensuring that students have access nutritious food.
2. HBCU Scholars: The goal of the HBCU Scholars Program is to provide an academic year hands-on scientific research experience, professional mentoring, leadership skills workshops and cultural competence training to promising undergraduate students at HBCUs

Cisco Academy
Through this partnership, the computer science program is able to provide modern experiential learning using current industry tools for networking. Students are taught about networking via Cisco curriculum, equipment, and configurations.

City of Memphis Dreamworks II
Dreamworks II provides internship opportunities for LeMoyne-Owen students to work for City of Memphis Neighborhood organizations. Students participate in quarterly service projects that work to contribute to the revitalization of neighborhoods and communities.

EC-Council Academic Partnership
Through this partnership, students are exposed to cybersecurity certification paths. They are able to take special topic courses as independent studies that prepares them for industry certifications.

Educational Credit Management Corporation (ECMC) Project Success
It is the LeMoyne and ECMC partnership's mission to provide resources for student success through three (3) initiatives:

1. **Emergency Aid Program (Magic Relief):** Magic Relief supports student persistence toward degree completion by removing unforeseen financial obstacles from their path.
2. **Revolution Prep:** Revolution Prep is an online tutoring service dedicated to helping students improve their grades and increase test scores. The program uses a unique set of teaching strategies based on experience, research, and cutting-edge technology to offer personalized live, online academic and test preparation tutoring.

3. **Project Success Food Pantry Assistance:** ECMC partners with LeMoyne-Owen to equip the food pantry spaces to reduce food insecurity by ensuring that students have access nutritious food.

Envestnet
Envestnet Institute on Campus builds a bridge between colleges and universities and investment management by training talented young individuals and positioning them for employment across various areas of industry. Students benefit from relevant, broad-based, practical training on investment management.

Federal Express
FedEx provides mentoring, internships, job placement and academic program support through funding and volunteerism.

1. **FedEx Cares:** FedEx Corporation provides $1,000,000 in funding to support the LeMoyne-Owen "Cultivating Post-Covid Resilience and Career Readiness" initiative.
    a. **LOC Cares:** LOC Cares supports LeMoyne-Owen faculty, staff, and students by removing unforeseen financial obstacles from their academic and professional paths. This initiative provides initial support by training faculty and staff to identify, refer and offer initial intervention to students in mental distress. Resources are also used to refer students to agencies when the intervention needed is beyond the scope of the College's counseling staff.
    b. **LOC Works:** In collaboration with FedEx, this project will support career readiness through student support services.

Greater Memphis Consortium
The Greater Memphis Consortium was formed in the spring of 1970 and consists of Christian Brothers University, LeMoyne-Owen College, and Memphis Theological Seminary. Nearly all courses offered at each member institution are open to students from all member institutions. However, summer session courses are not covered by the consortium agreement. Except for lab fees, there is no additional charge to full time students for courses taken at another member institution. LeMoyne-Owen students may register for courses at another consortium institution with the approval of their academic advisor and a letter from the College's Registrar. The student must be enrolled full-time (at least 12 hours) at LOC prior to participating in the consortium. A student may enroll for no more than six credit hours per semester at other Consortium institutions.

HBCU C_2 (C_2 = Coding and Creativity Initiative)
Partnership with Tennessee State University and Apple designed to create opportunities that will diversify the tech workforce by removing barriers, innovating STEM education and developing life-long learning pathways for students and the community in which we serve.

IBM Global University Program
Through this partnership, the Center for Cybersecurity focuses on making use of the following resource areas across the LOC's academic programs:

- Artificial Intelligence
- Blockchain
- Quantum Computing
- Cloud

- Cybersecurity
- Data Science
- Internet of Things
- Design Thinking

LeMoyne-Owen College/Meharry Medical College HBCU Wellness Program
The HBCU Wellness program supports student-led community-based participatory research, intervention, and prevention to eliminate health disparities in communities surrounding Tennessee private HBCUs. The program's main objective is to enhance the quality of life in these communities by increasing the awareness of health disparities and encouraging individuals to develop healthier lifestyle behaviors that eliminate health disparities. Selected Student Health Ambassadors (SHA), acting and serving as change agents, will enroll in a service-learning class. Through chosen research studies and projects, the SHAs will provide education along with other intervention/prevention methods to yield better health and well-being of the local community as well as perform community service by supporting local health and social service agencies in areas identified as community concerns and/or needs. SHAs must be a sophomore and be willing to commit two years to the program. Each SHA will receive an educational stipend for their participation.

Meharry Medical College
1. Meharry Wellness Grant: A subcontract from Meharry Medical College to use human capital from LeMoyne-Owen College to conduct health disparity research on the LeMoyne-Owen Campus and in the surrounding community,
2. Health Occupation Students of America (HOSA): Meharry Medical College sponsors the Future Health Professionals chapter of HOSA on LeMoyne-Owen's campus. This international student organization serves to promote career opportunities in the health care industry and to prepare Health Science Education students to enhance the delivery of quality healthcare to all people.

Microsoft Academy
Through this partnership, students are provided access to Microsoft software, cloud resources, and training materials that can be used for research, self-paced learning, etc. This exposure provides students with the ability to learn and experiment at their own pace in order to discover how they can use Microsoft tools to accomplish tasks.

Oracle Academy
Through this partnership, students are exposed to java programming, database design, and application design using Oracle curriculum and cloud resources. Thus, preparing them to be industry ready.

Rotary Club of Memphis Central
The Rotary Club of Memphis Central serves as host to the LeMoyne-Owen College Rotaract and sponsors the LOC Rotaract's membership in Rotary International. The LeMoyne-Owen Rotaract is a service club, looking to make a constructive and meaningful difference in the lives of the people here in our community.

Shelby County Department of Community Services
LeMoyne-Owen College partners with Shelby County Department of Community Services to deliver the "Health in All Spaces" project. "Health in All Spaces" allows LOC to provide student manpower and

College resources to assist in building public and community partnerships to enhance Shelby County, Tennessee's response to Covid-19.

Shelby County Schools
In partnership with Shelby County Schools, LeMoyne-Owen offers dual enrollment. Through dual enrollment, students may pursue college courses for high school and college credit.

Tech901
Through this partnership, students are able to take technology certification classes. Some classes offered include but are not limited to the following: A+, Security+, etc.

Tennessee Department of Health
LeMoyne-Owen's partnership with the Tennessee Department of Health provides health education to the college and surrounding community to reduce disparities in health outcomes and increase access to health services

Whataburger
Through the "Whataburger Feeding Student Success Program", LeMoyne-Owen College students and the surrounding community benefit from a College Resource Room, Community Support and Scholarship Funds. These initiatives provide funding, food, school supplies and hygiene items for students in an accessible way, with a warm welcome from a brand they trust.

100 Black Men of Memphis, Inc.
Through Collegiate 100, 100 Black Men of Memphis. The committed members of the 100 Black Men of Memphis are helping shape the lives of our students through the Collegiate 100. The Collegiate 100® is a campus-based student organization with programmatic initiatives that support the development of social, emotional, and educational needs of youth who need positive role models in the communities in which they live.

ACADEMIC SERVICES AND FACILITIES

DR. CHERYL GOLDEN STUDENT RETENTION CENTER
The Retention center offers support to students in basic skills and in their chosen academic disciplines. The Center's activities and schedules are designed to meet the individual needs of students, as they strengthen their competency areas. Specialists, tutors, and volunteer faculty offer tutorials individually and in small groups. Computer assisted instruction also is available. During the course of the academic year, mini workshops on selected topics are offered. Students may self-refer or be recommended by faculty for services.

STUDENT SUCCESS AND RETENTION CENTER
The Office of Student Success and Retention is inclusive of the Student Success and Retention Center (SSRC). The SSRC is an academic resource center for LeMoyne-Owen College students. The SSRC provides support to students in basic skills (reading, writing, math, and the sciences), as well as advanced academic disciplines. The Center's programs and schedules are designed to meet the scheduling needs of students. The Center services include tutoring, supplemental instruction, a math

and writing center and special topics workshops. Assisting with these services are Peer Tutors, volunteer faculty and supplemental instruction specialists. Students may self-initiate services of the Center or may be required or recommended by faculty.

CENTER FOR AFRICAN AND AFRICAN AMERICAN STUDIES

The Center for African and African American Studies offers the campus, the community, and the academic world opportunities for increased knowledge about the rich heritage of Africans and African Americans. The Center sponsors workshops, seminars, exhibitions, and lectures that explore historical and cultural issues. The Center's activities are highlighted by the celebration of African American History Month in February and the annual commemoration of the Middle Passage in September.

The Center coordinates the African and African American studies curriculum, including the minor program and the Core African American Heritage course. The Center is also a repository for books, artifacts, and audio and visual tapes on African and African American studies. Selected materials are available for checkout by students, faculty, and staff.

TESTING PROGRAM

The Testing Program supervises national assessment exams and institutional placement examinations. Specifically, College Level Examination Program (CLEP) and Advanced Placement (AP) examinations are provided for students who have had appropriate experiences to qualify for those credit hours. Licensure and licensure qualifying examinations such as The PRAXIS exams are offered. The program supervises placement exams in English, Mathematics, and Reading.

HOLLIS F. PRICE LIBRARY

The Hollis F. Price Library constructed in 1962, provides services and resources to support the instructional, research and public service needs of the College. The Library houses collections of over 120,000 volumes including books, periodicals, recordings, CD-ROMs, microform and videos and subscribes to over 375 periodical titles with access to additional periodicals through subscription to electronic databases. The library provides open-stack access to the general, juvenile, paperback and reference collections. Study seating is interspersed throughout the library at tables and in the private and individual carrels to provide an atmosphere conducive to learning. The library is open six days per week while classes are in session. The library's special collection named the Sweeney Collection is a rich collection of over 5,900 volumes by and about African Americans, focusing on twentieth century American literature, poetry and history. The Collection has many first editions and rare books. Bibliographic instruction is available as well as specialized library tours and orientation sessions. Microfilm reading and printing services, and photographic copying services are also available. The library also houses the College Archives, materials of LeMoyne-Owen College's history. The Archives include some papers of past Presidents, faculty members, and alumni. The library shares an online catalog of library resources with the University of Memphis, Jackson State Community College, and Dyersburg State Community College. The Library has established reciprocal and bilateral-lateral agreements with the University of Memphis, Southwest Tennessee Community College and Memphis Theological Seminary to share use of the respective collections by students, faculties and staff of the institutions. The library also has direct access library privileges with other area colleges and universities in the Mid-south to provide access to more library resources and services.

PRE-PROFESSIONAL HEALTH CAREERS PROGRAM

This Program provides special advisement and support for students preparing for careers in medicine, dentistry, pharmacy, medical technology, nursing, or other health-related fields. These students need to complete a core of basic courses in science. They should consult with their academic advisor about the exact courses they need to take for their chosen careers. Students preparing for health-related

careers usually major in biology or chemistry. In addition to completing course work, students should also consult with the academic advisor to determine the proper times to take admission tests and to complete the application process to professional schools.

POLICY ON INTELLECTUAL PROPERTY, PATENT AND INVENTION

I. Preamble

It is the intent of this policy of LeMoyne-Owen College (LOC) to encourage and assist members of the faculty, staff, and student employees of the College with their professional development, utilization of their talent, discoveries and inventions for the maximum benefit to academia and to the public.

II. GOAL

The goal of this policy is to promote the progress of science and the arts, to encourage patentable and copyrightable products through the provision of an established policy.

III. OBJECTIVES

1. To support scholarly work, creative activities and research of the faculty, staff, and students of LOC.
2. To encourage publications of scholarly work.
3. To contribute to the economic development locally, nationally, and globally.
4. To establish policies for the ownership of Intellectual Property.
5. To establish policies for shared income related to patentable inventions produced at LOC.
6. To facilitate and manage the patent application, execution, licensing, and equitable distribution of Licensing Income to further support scholarly work of the employees at LOC.
7. To encourage and assist LOC's employees to develop and commercialize inventions for the benefit of personal gains as well as for the benefit for the College and the public.
8. To protect LOC's resources.
9. To protect LOC's reputation as a forward-looking academic institution.

IV. DEFINITIONS

General Definitions:

a. **Assignment of Rights:** A written statement assigning or transferring ownership of an Intellectual Property from a College employee to the College or from the College to the employee.
b. **Author or Creator:** LOC employee responsible for the creation of a copyrightable or patentable work.
c. **College Employee:** All faculty members, staff, and student employees, with full or part-time students. A student employee is defined as a person who is enrolled as a student in the College and who is also employed by the College.
d. **Copyright:** An original scholarly work of authorship, including words or phrases, in the form of a tangible medium of expression from which it can be reproduced.

e. **Curriculum:** The descriptive collection of LOC courses, such as course descriptions, course sequences, intended learning outcomes that constitute an area of specialization.
f. **Educational and Research Activities:** Teaching, research or investigation, or the supervision of research or investigation relating to the general field of inquiry of the College employee.
g. **Externally Funded Research:** Research and development work, sponsored by governmental, commercial, industrial, or other public or private organizations, that is the subject of a Research Agreement or other official arrangement with LOC.
h. **Intellectual Property (IP):** An intangible asset that may lead to the development of tangible products such as copyrightable and patentable materials, trademarks, software, and trade secrets.
i. **Internally Funded Research:** Any research project funded by the College with LOC funds
j. **Invention:** Any discovery related to technological development, new use or application, process, new know-how, new design, painting, music, or any new scientific processes that may be patentable or copyrightable under the United States or International Patent Laws.
k. **Inventor:** A person or persons responsible for an invention.
l. Institutional Works: Works that are produced as a result of specific allocation of LOC funds for a specific LOC purpose.
m. **Research Disclosure:** A document submitted by one or more College employees to the Office of Academic Affairs (OAA) that describes potentially patentable materials
n. **Scope of employment:** Activities that have been assigned to an employee incorporated within the employee's job description.
o. **Substantial Use of College Resources:** The use of College resources by a College employee with the exception of the customary use of office space, laboratories, studios, libraries; library collections, subscriptions or services; secretarial or other staff assistance; computer time or computer or lab equipment on hand; network or Internet access; standard office equipment and supplies.
p. **Trade Secret(s):** Information including, but not limited to technical or nontechnical data, a formula, a technique, a drawing, a process, financial data, financial plans, product plans, or a list of actual or potential customers or suppliers which: (i) derives economic value, actual or potential, from not being generally known to, and not being readily ascertainable by proper and legal means by, other persons, who can obtain economic value from its disclosure or use; and (ii) is the subject of efforts that is reasonable under the circumstances to maintain its secrecy.
q. **Work:** Any copyrightable material, such as literary, scholarly, musical, dramatic choreographic, pictorial, graphic, sculptural, motion pictures, audio visual sound recordings, architectural, computer software or database, and recorded lectures.

V. DEFINITIONS RELATED TO FUNDS GENERATED THROUGH INTELLECTUAL PROPERTY

a. **Equity:** Shares of common or preferred stock, options to purchase, warrants and other convertible instruments, and any other instruments representing an ownership interest in

a commercial venture or the right to acquire the same. However, Equity shall not include the receipt of real or personal property, e.g., real estate or equipment.

b. **Gross Income:** Profit/Income received from the sale, lease, or licensing of intellectual property, or bonuses, payments, or other profit/income derived from equity received as a result of sale, lease, or licensing of intellectual property, or profit/income received from the sale of equity received as a result of sale, lease, or licensing of intellectual property.
c. **Licensing Income:** Money received by the College as a result of the grant of an option to license or a license to another entity in consideration for the option or license granted to the entity. Licensing Income may include, but not be limited to, upfront payments, milestone payments, annual licensing fees, royalties and other forms of revenue received from another entity. Licensing Income does not include Equity or proceeds derived from liquidating Equity.
d. **Net Revenue:** The gross income minus direct or indirect cost related to the cost of copyright registration, patent execution, commercialization, defense, maintenance, and administration of intellectual property.
e. **Net Licensing Income:** Licensing Income received by the College less the College's out-of-pocket patent, and other legal and licensing expenses

VI. OWNERSHIP OF INTELLECTUAL PROPERTY BY THE INVENTOR

a. **Copyrightable Material:** Ownership of personal copyrightable materials, such as scientific writings, articles, and presentations, shall remain the property of the author (faculty and staff members, artists in residence, and visitors). The right of ownership shall remain with the author unless the work was the outcome from direct allocation of funds from LOC for a specific project.
b. **Book, Articles, and similar works:** The ownership of pedagogical, scholarly, or artistic works, including but not limited to thesis, papers, and articles, shall remain with the inventor. LOC does not have a claim or right to ownership to fiction, nonfiction, novels, textbooks, poems, musical compositions, or other works of artistic imagination.
c. **Patentable or copyrightable work produced during sabbatical or short-term vacation:** Any scholarly or artistic work produced during such period will remain the property of the inventor or creator except when the creator or inventor transfers rights, in writing, to the College to produce income or to increase the positive image of the institution.
d. **Loss of Intellectual Property Rights:** Intellectual Property Rights may be lost if the inventor or any co-inventor makes a non-confidential public disclosure prior to filing a patent application. Therefore, confidentiality of ideas and procedures of invention is the utmost responsibility of the inventor and co-inventors.
e. **Course Material:** Copyrights shall be owned by the creator unless the copyrights are subject to any claim of ownership by another entity or individual. In that case, Course Material shall be owned by the entity or individual with the valid claim of ownership because of prior copyright of inclusion in a prior professional publication.
f. **Work created by a student:** Copyrights shall be owned by the creator in response to their coursework assignment or work created on their own time and without substantial use of College resources and educational and research supervision by the employee of

the College, regardless of their employment status at LOC. LOC can use their invention for teaching purposes but only with the written permission of the inventor

VII. EXTERNALLY FUNDED RESEARCH

All patentable or copyrightable Intellectual Property developed by the LOC employee(s) performing work sponsored by governmental, commercial, industrial, or other public or private organizations shall be determined according to the policy of the funding agency

VIII. OWNERSHIPS OF THE INTELLECTUAL PROPERTY BY THE COLLEGE

A. Work by an employee:

The College specifically directs a faculty member, staff member, or a student to create a specific work or as a part of specific duty as described in the job description or an employment agreement.

B. Curriculum shall be owned by LOC.

C. Work of non-employees: Ownership of works created by non-employees that are the result of a request or direction of the College, utilizing LOC's ideas, efforts, and resources shall remain with the College. A written agreement, stating that rights were assigned to the College, from non-employees is required.

IX. USE OF THE COLLEGE'S NAME IN COPYRIGHT NOTICES

The following notice should be placed on the College-owned materials in order to protect the copyright:

Copyright©[year] The LeMoyne-Owen College. All Rights Reserved

No other institutional or department name is to be used in the copyright notices, although the name and address of the department to which readers can direct inquiries may be listed below the copyright notice. Additionally, works should be registered with the United States Copyright Office using its official forms. The url link http://www.copyright.gov/ is helpful.

X. RESPONSIBILITIES

Responsibilities of the employee inventor or creator to the College:

a. **Research Disclosure of Commercial Value.** All LOC employees who create an invention that may have commercial value are obligated to disclose such Inventions to OAA if the activity was part of their educational and research activities and involved substantial use of college resources. The Research Disclosure should be submitted well in advance of making a public disclosure of the potential invention to protect patentability of the potential invention.

b. **Assignment of Rights.** The College shall have ownership of any invention of commercial value that involves substantial use of college resources within the scope of employment. Each College employee is required to assign to the College all domestic and foreign rights to any such invention

c. **Confidentiality.** The College desires to uphold acceptable standards of confidentiality. Therefore, it is imperative that all LOC employees receive permission from OAA before having discussions pertaining to the creation of patentable inventions or disclosure of Trade Secrets.

Responsibilities of the College to the inventor of creator:

a. **Research Disclosure.** The OAA will assist the College employees in completing a Research Disclosure. College employees are encouraged to discuss their ideas with the OAA in the early stage of the research
b. **Timely Determination of Interest.** The OAA is obligated to review the Research Disclosure within fifteen working days of the request and to communicate next steps to the College employee(s).
c. **Reasonable Efforts to Commercialize.** The OAA is obligated to seek and expedite the process of getting copyright and patent for the invention
d. **Identification of Commercial Partner.** The OAA will assist the inventor to identify a commercial partner for any invention for which the College has ownership rights and to negotiate licensing terms that are fair and equitable to all parties involved
e. **Release of Rights.** The College is obligated to offer to release the right, in writing, to the College employee(s) if the College decides not to pursue or maintain Patent protection or wishes to discontinue efforts to commercialize the invention, creation of artistic work.
f. **Determination of Inventors and Non-Inventors.** Inventor of a patent is determined according to United States patent law

XI. DISTRIBUTION OF FUNDS GENERATED THROUGH INTELLECTUAL PROPERTY

Licensing Income Sharing: Subject to restrictions, arising from overriding obligations of the College; pursuant to gifts, grants contracts, or other agreements with outside entities, the College will, following assignment of Inventions and patent rights by the Inventor(s) to the College and distribute Net Licensing Income as follows:

- 50% to Inventor(s)
- 50% to the College as given below:

10% to the Inventor(s) Department or Center to support and encourage further research. In this category all academic and non-academic units are included.
10% to the Office of Academic Affairs
30% to the Operations Budget of the College

This distribution formula may change for a specific invention after negotiations with the inventor and with the approval, in writing, of the OAA.
In the case of Multiple Inventors, the inventors will determine the allocation of their shares in writing when the work is first started.

Distribution of proceeds derived from liquidating Equity will be determined according to the specific circumstance of the Equity arrangement.

XII. DISPUTES

a. The OAA will establish an ad hoc Intellectual Property Committee that will review any disputes and will inform the OAA of the decision. The Intellectual Property Committee will consist of faculty members nominated by the Faculty Senate and staff members, if needed.

b. The OAA will inform the concerned party or parties of the decision within fifteen days after receiving the decision of the Committee.
c. If the party or parties are not satisfied with the decision of the committee, within fifteen working days, the concerned parties can appeal the decision to the President of the College. The President will have final authority to settle any disputes. The President will inform the concerned party or parties within fifteen working days of his final and binding decision.

XIII. MODIFICATION OF THE INTELLECTUAL PROPERTY POLICIES AND PROCEDURES

The policies stated here-in may be reviewed and revised after consultation with the faculty and staff and notification of any changes in the existing policies will be made.

ACADEMIC DIVISIONS AND DEGREE OFFERINGS

The College offers 22 areas of study, of which 21 lead to the following degrees: the Bachelor of Arts (B.A.), the Bachelor of Science (B.S.), and the Bachelor of Business Administration (B.B.A.). The college offers one general studies program that leads to the following degrees: the Associate of Arts (A.A.) or Associate of Science (A.S.).

Division of Business and Economic Development
This Division of Business and Economic Development has areas of study in Accounting, Finance, Management, and Supply Chain Management leading to the Bachelor of Business Administration degree.

Division of Education
This division offers work in a professional education core curriculum which, with completion of an academic major, leads to licensure for teaching in early childhood (PreK-3), elementary (K-6), middle grades (4-8) or secondary (7-12) education. The Health Fitness/Wellness area is also part of this division. For elementary and/or middle grades licensure, the academic major may be in General Mathematics, General Science or Social Studies. For secondary licensure the academic major may be in English, History, Biology, Chemistry, Mathematics or Political Science (Government). An Arts or Music major can support both elementary and secondary licensure. The division also offers a major in Early Childhood Education as well as in Special Education (Modified) leading to the Bachelor of Science in Education.

Division of Fine Arts and Humanities
This division with areas of study in Art, English, Humanities, French, Spanish, Music, Philosophy and Religion, offers majors in Art, English, Journalism and Mass Communication, and Music, all leading to the Bachelor of Arts degree. In collaboration with the Division of Education, certification is offered in English and Art for secondary education.

Division of Natural and Mathematical Sciences
This division, with areas of study in Biology, Chemistry, Computer Science, Information Technology, Mathematics, Natural Science and Physics, offers majors in Biology, Chemistry, Computer Science and Information Technology and Mathematics all leading to the Bachelor of Science degree. In collaboration with the Division of Education, certification is offered in Biology, Chemistry and Mathematics for secondary education, as well as General Mathematics and General Science for certification in elementary and/or middle grades education.

Division of Social and Behavioral Sciences
This division, with areas of study in African and African American Studies, Criminal Justice, History, Political Science, Psychology, Social Studies, Social Work and Sociology, offers majors in: Criminal Justice, History, Political Science (Government), and Social Work. Majors in Criminal Justice and Social Work lead to the Bachelor of Science degree. Majors in History, Political Science (Government), Sociology, and Urban Leadership and Social Justice, lead to the Bachelor of Arts degree. In collaboration with the Division of Education, certification is offered in History and Political Science (Government) for secondary education as well as Social Studies for certification in elementary and/or middle grades education.

Majors and Minors
Majors consist of 10 to 21 courses with a total of 30 to 75 credit hours. Most course work in a major will fall within a single area of study but supporting courses from related areas, termed cognate courses, may also be required. Two interdisciplinary majors in Social Science and Criminal Justice each require substantial work in several areas. A minor may be earned by completing 15-30 hours of work in that and related areas. The majors, the degree earned, and the minors offered at LeMoyne-Owen College are:

Majors (and minors where offered):
Art, major (B.A.) and minor
Biology, major (B.S.) and minor
Business Administration, major (B.B.A.) and minor
Chemistry, major (B.A., B.S.) and minor
Computer Science, major (B.S.) and minor
Criminal Justice, interdisciplinary major (B.A.)
Early Childhood Education, major (B.S.)
Elementary Education, major (B.S.)
English, major (B.A.) and minor
History, major (B.A.) and minor
Information Technology, major (B.S.) and minor
Interdisciplinary Studies, major (B.A., B.S.)
Journalism and Mass Communication (B.A.)
Mathematics, major (B.S.) and minor
Music, major (B.A.) and minor
Political Science, major (B.A.) and minor
Social Science, major (B.A.)
Social Work, major (B.S.)
Sociology, major (B.A.) and minor
Special Education 7-12, major (B.S.)
Special Education K-8, major (B.S.)
Urban Leadership and Social Justice, major (B.A.)

Associate Degree Majors:
General Studies, (A.A., A.S.)

Minors are also offered in:
African and African American Studies
Art
Biology
Business Administration
Chemistry
Computer Science
Economics
English
Graphic Arts
History
Information Technology
Mathematics
Music
Political Science
Psychology
Public Health
Sociology

Courses of study leading to teacher licensure are offered in:
Biology: Grades 6-12
Chemistry: Grades 6-12

English: Grades 6-12
Government/Political Science: Grades 6-12
History: Grades 6-12
Mathematics: Grades 6-12
Visual Arts: Grades K-12

THE GENERAL AND LIBERAL ARTS CORE REQUIREMENTS

LeMoyne-Owen College is proud of its heritage as a liberal arts college, an institution of higher learning which seeks to promote knowledge and wisdom as well as specific skills in its students. This tradition finds its expression in a series of interdisciplinary Core Courses that are required for graduation.
This Core Curriculum offers all students an opportunity to develop their full academic potential, beginning with basic Core I courses that build competencies needed to succeed in more advanced college level work. Entering students take placement exams to determine which Core I course may be needed. ACT sub scores may be used to place students in appropriate Core I courses.

Core I: These courses emphasize basic verbal skills and critical thinking. Placement exams help place students in the appropriate Core I course. Core I courses are counted as part of the course load and their grades are included in the calculation of the grade point average. However, their credit hours do not count toward graduation or toward the granting of College Honors. Students must achieve a minimum grade of C in Core I courses in order to progress to Core II. Core I courses may be repeated up to two times in order to achieve a C. Students who fail to achieve a C after three attempts will be dismissed from the College. The dismissal may be appealed.

English	010	College Writing I (3)
Reading	015	College Reading I (3)
English	011	College Writing II (3)
Reading	016	College Reading II (3)
Mathematics	011	Developmental Mathematics (3)

Core I and II courses are listed below and under the appropriate area of study, with full descriptions.

Core II courses are taken by all students. They provide the common experience that defines a LeMoyne-Owen liberal arts education. Core II consists of the Freshman Seminar and 14 interdisciplinary courses in mathematics, natural and computer science, literature and the humanities, African and African American heritage, the social and behavioral sciences, and physical fitness.

Core II is designed to provide all students with the knowledge and skills needed for a fulfilled life as a citizen, professional, and lifelong learner.

Core II: The courses in Core II make up 42 credit hours, 38 semester hours in different areas of study and 4 in the Freshman Seminar. Each Core II course is a graduation requirement. Six (6) of these courses must be passed with a grade of C or better to count toward graduation or to serve as prerequisites. The six are: English 111, 112 and 205, Mathematics 110 and Math 111 or Math 130 (Science majors) and Math 145(Science majors), and Computer Science 118 (or Business

Administration 118).

Core II courses may be repeated up to two times in order to achieve a passing grade (see Financial Aid rules). Students who fail to achieve a passing grade after three attempts will be dismissed from the College. The dismissal may be appealed.

Freshman Seminar, FRSM 101 and 102, is taken by all new students in the fall semester (2 semester hours) and spring semester (2 semester hour) of their first year at the College. Transfer students with fewer than twenty-eight transferable credits in the CORE curriculum are also required to take Freshman Seminar.

Core II courses (Credit hours are shown in parentheses)

Core II Courses	Minimum Passing Grade	Pre-Requisite
COSI 118 – Introduction to Microcomputers (3)	C	None
ENGL 111 – English Communications I (3)	C	ENGL011 or 18+ on English Sub-score of ACT
ENGL 112 – English Communications II (3)	C	ENGL111
ENGL 205 – Human Literary Heritage (3)	C	ENGL112
FRSM 101 – Freshman Seminar I – Fall (2)	D	None
FRSM 102 – Freshman Seminar II - Spring (2)	D	None
HIST 221 – Introduction to African American History I (3)	D	None
HUMN 211 Human Heritage I (3)	D	ENGL112
HUMN 212 Human Heritage II (3)	D	ENGL112 and HUMN211
Natural Science – 6 hours of any natural science (see list below)	D	See below
MATH 110 Concepts of Algebra (3) or MATH 130 College Algebra (3)	C	MATH011 or 18+ on Math Sub-score of ACT or ALEKS Placement
MATH111 Survey of Numbers (3) or MATH 145 Pre-Calculus (3)	C	None
SOSI 111 - Intro to Power & Society (3)	D	None
HLFW 129 - Lifetime Fitness (1)	D	None
An HLFW Activity Course - One Activity Elective (1)	D	None

* No student, (except active student athletes, active reservists, active National Guard) can have HLFW requirement waived. Students with disabilities must submit a physician statement that physical accommodations in HLFW classes are needed and they will be provided to the student as per federal law. All student athletes must take HLFW 129 and must register for HLFW 105 which gives the student athlete credit for their eligible athletic participation.

Natural Science Course Options: Core II requires 6 hours of natural science courses. Prerequisites must be met, if applicable. Any of the following can be taken to satisfy that requirement:

Course	Pre-requisite
NATS 110 - Biological Science (3)	none
NATS 112 - Physical Science (3)	MATH 011 (or have tested out)
BIOL 204 - Ecology (3)	none
BIOL 206 - Medical Terminology (3)	none
BIOL 208 - Human Nutrition (3)	NATS 110
BIOL 101	Out of Core I
CHEM 101	MATH 130
PHYS 201	MATH 145
BIOL 102	BIOL 101
CHEM 102	CHEM 101
PHYS 202	PHYS 201

Each major area requires a Capstone course (460), a class designed to help students integrate their mastery of the discipline with the knowledge base and competencies developed through the Core curriculum. Some majors also require a pre-capstone course, and/or a series of capstone courses, so the number of hours varies according to the programs.

The Capstone courses are considered a culminating experience of the Core as well as of the major.

COLLEGE COMPETENCIES

LeMoyne-Owen graduates should be able to:

1. think creatively, critically, logically, and analytically using both quantitative and qualitative methods for solving problems
2. communicate effectively (listen, speak, read and write) on formal and informal levels
3. distinguish, clarify and refine personal values for the attainment of richer self-perception and relate those values to the value systems of others
4. appreciate, understand and know the foundations of the Afrocentric perspective
5. appreciate, understand and know the foundations of diverse cultures in the context of a global community

6. appreciate, understand, and know and pursue the principles, method and subject matter which underlie the major discipline
7. accept social responsibility and provide service to humankind
8. maintain literacy for the understanding of the impact of science and technology on individuals, society and the environment
9. attain motivational, personal management and interpersonal skills, professional development and research experience, as well as resourcefulness that will form the basis for a career and/or further educational experiences
   attain critical skills, frame of reference and understanding to appreciate and discriminate artistic achievement
10. attain critical skills, frame of reference and understanding to appreciate and discriminate artistic achievement.

THE CURRICULUM

This section includes all courses currently offered at LeMoyne-Owen College listed under the appropriate area of study. Updated course lists are published before the beginning of each semester.

The Areas of Study are listed alphabetically in this section; each lists the faculty who are appointed in that area, the requirements for the majors and/or minors in that area, and the courses offered in that area. LeMoyne-Owen uses a three-digit course number, coded as follows:

100 Level: Basic college and introductory level courses generally taken by first year students
200 Level: Introductory and fundamental courses in disciplines generally taken in a second year
300 Level: Major level courses
400 Level: Senior year culminating courses within depth application to the discipline

Areas of Study

Academic Intervention Management (AIM)
Accounting
Accelerated Studies for Adults and Professionals (ASAP)
African and African American Studies
American Humanics
Art
Biology
Business Administration
Chemistry
Computer Science
Criminal Justice
Early Childhood Education
Economics
Education
English
French
Freshman Seminar
General Mathematics
General Science
Geography
Health and Fitness/Wellness
History
Humanities
Information Technology
Language Arts
Journalism and Mass Communication
Mathematics
Music
Natural Science
Philosophy
Physics
Political Science
Psychology
Public Health
Reading
Religion
Service Learning
Social Science
Social Studies
Social Work
Sociology

Spanish
Special Education
Speech and Drama
Urban Leadership and Social Justice
W.E.B. Du Bois Scholars Program

Academic Intervention Management (AIM)/Retention

Academic Intervention Management is a retention program designed to reduce the attrition rate of students on academic probation. Special academic counseling is provided to identify and resolve difficulties which led to deficiency. AIM/Retention also includes a course required of those students who are on academic probation and/or whose cumulative GPA falls below 2.0.

W.E.B. Du Bois SCHOLARS PROGRAM

Goals
The W. E. B. Du Bois Scholars Program (DBSP) is designed to nurture and develop promising young scholars at LeMoyne-Owen College. More specifically, the goal is to produce students who are committed to academic and personal excellence, oriented toward pursuing graduate and professional degrees, and dedicated to serving their communities. In addition, DBSP provides a forum where faculty and students develop new ideas and innovations that will ultimately benefit the campus as a whole. In short, the DBSP promotes the ideal of a liberal arts education and serves as an intellectual and academic laboratory for the campus at large.

Admission
The Du Bois Scholars Program is designed to address the entire college experience of a LeMoyne-Owen College student. As such, a student's admission to the program will generally be considered for his or her freshman or sophomore year (although juniors and occasionally seniors may be considered under special circumstances). Membership in the honors program is offered to students who have demonstrated academic achievement and intellectual curiosity. To assess achievement and curiosity the DBSP advisory committee will review a student's academic record, a personal statement, and recommendations.
Incoming Students. Prospective students will have the opportunity to indicate their interest in the DBSP when they apply for admission to LeMoyne-Owen College. Freshman and transfer students will be invited to enroll on the basis of the following criteria:

* 3.2 or higher-grade point average, a personal statement, extracurricular activities, faculty/guidance counselor recommendation and an interview with the DBSP Director and members of the Advisory Committee

Current Students. Students beyond their first semester at LeMoyne-Owen College may apply for admission to the program. These students will be evaluated using the following criteria:

* 3.2 or higher-grade point average, a personal statement, extracurricular activities, two letters of recommendation, (at least one from a LeMoyne-Owen College faculty member who has taught the student), and an interview with the DBSP Director and members of the Advisory Committee

Program Standards
A student must maintain a 3.2 or higher cumulative GPA and must make satisfactory academic progress in the DBSP to remain in good standing. Students who fall below that standard are subject to removal from the program and loss of related scholarships.

Du Bois Scholars' Program Curriculum
W.E.B. Du Bois Scholars will be asked to complete approximately 18 credit hours of coursework to receive W.E.B. Du Bois Scholar designation upon graduation. Much of the honors coursework will overlap with other college academic requirements. The following general outline for a Du Bois Scholar's course of study assumes a four-year college experience. However, the course of study can accommodate students who need up to five years to complete their degree.
Freshman Du Bois scholars will register for the Freshman Du Bois Scholars Colloquium in the fall and spring semesters. These students will also have the option to register for an honors core course in the spring of their freshman year. By the end of their sophomore year, Du Bois Scholars will be required to have completed at least two honors core courses. Sophomore Du Bois scholars will also have the option to complete their "Semester of Service" project in the spring of their sophomore year. In their junior year, Du Bois scholars must complete their "Semester of Service " project and one semester of the upper level Du Bois Scholars Colloquium (or one semester of directed reading or study abroad). Senior Du Bois scholars must complete an honors project/thesis. Students will complete this requirement in conjunction with their senior capstone project.

Du Bois Scholars Senior Honors Project/Thesis (Students will complete this requirement in conjunction with their Capstone requirement).
Senior Du Bois scholars must choose a faculty mentor for their honors project/thesis. The student and mentor together will select two faculty readers one of which must be from outside the student's major discipline. Readers should be from disciplines appropriate to the nature of the project/thesis. Students embarking on an honors project/thesis must also fulfill all requirements of their capstone. Students must submit a one-page description of the project to the DBSP director. To receive Honors credit, this description must be approved by the DBSP director, the faculty mentor, and both faculty readers before the student registers for the capstone course. Although most majors only require one semester to the capstone course, it is recommended that students plan to spend at least two semesters working on their honors projects/thesis. Upon completion, the student will present his or her project/thesis before an open forum of faculty and students. If the senior honors student receives a grade of B or above on the completed project/thesis, and provided all other DBSP requirements have been met, the student will be eligible for graduation with Honors as a Du Bois Scholar.

Graduation
Du Bois Scholars Program students who have completed all DBSP requirements will receive a special notation on their transcript and on their LeMoyne-Owen College degree.
Du Bois scholars will be regularly exposed to a diverse series of visitors and speakers. In addition, Du Bois scholars will take advantage of museums, historical organizations and events, and cultural organizations and events in the mid-south area to enhance and enrich their educational experience.

The advisory committee will be made up of one faculty member from each division of the college and three students. The director of the DBSP will chair the committee.

DIVISION OF BUSINESS AND ECONOMIC DEVELOPMENT

BUSINESS ADMINISTRATION

Pre-Admission to the Major
Second semester freshmen and first semester sophomores may begin receiving advising from the Division if the following conditions are met:

1. Academic folders are transferred from freshmen seminar or other academic area advisor.
2. A provisional program of study is developed.
   3a. Students who will have successfully completed these prerequisite courses for business with a "C" or higher: MATH 111 and 112 and COSI 118 and ENGL 111, 112 and 205, will be advised to take business core lower-level courses. (See lower-level business core classes below.)

   or

   3b. Students who have not completed the courses listed above will be advised to complete said courses before taking any business core lower-level courses.

Admission to the Major
During the first part of the candidates' sophomore year, students who intend to major in the division will be requested by the advising coordinator and the division chair to submit a formal application to be admitted to one of the major programs. All candidates must submit a personal portfolio including resume, personal essay on why they wish to major in business, grades for prerequisite courses included in the Pre-Admission provisions listed above. Additionally, all candidates must have an active email account. The advising coordinator, the division chair, and emphasis area coordinator or designee will interview applicants throughout the term.

Program of Study
In conference with the emphasis area coordinator or designee, the advising coordinator will develop a terminal program of study for each candidate. This program of study will be approved by the division chair and a representative from the Registrar's Office and signed by the student. A copy will be given to the student, the advisor, the advising coordinator, and one copy placed in the master advising file.

Requirements for the Bachelor of Business Administration Degree.
Degree requirements were revised in Summer, 2010. Students seeking admission to the division after Summer 2010 will follow the new degree requirements listed below. Those formally admitted to the division prior to Summer 2010 will follow the old requirements. See the applicable catalog or consult with a divisional advisor for those requirements.

The Business Administration degree requires 42 General Education core hours, 54 semester hours of Business Core courses, 21 additional semester hours from the chosen concentration area (accounting, finance or management) and 3 hours from a chosen elective. Students must pass all Business Administration and concentration courses with a C or higher.

General Education Core (42 hours):

FRSM 101	Freshman Seminar I	COSI 118	Microcomputer Applications
FRSM 102	Freshman Seminar II	ENGL 205	Human Literacy Heritage
ENGL 111	English Communications I	HUMN 211	The Awakening World
ENGL 112	English Communications II	HUMN 212	The Global Village

NATS 110 Biological Science
NATS 112 Physical Science
MATH 111 Survey of College Math
MATH 110 Concepts of Algebra
HIST 221 Introduction to African American History I
SOSI 111 Power and Society
HLFW elective(s) (2 hours)

Business Core Lower Level (27 hours):

BUAD 103 Introduction to Business
BUAD 130 Financial Mathematics
ACTG 201 Principles of Accounting I
ACTG 202 Principles of Accounting II
ECON 203 Microeconomic Principles
ECON 204 Macroeconomic Principles
BUAD 220 Business Communication
BUAD 225 Business Law
ECON 263 Statistics

Business Core Upper Level (27 hours):

ACTG 300 Managerial Accounting
BUAD 305 Principles of Management
BUAD 306 Principles of Marketing
BUAD 307 Human Resource Management
BUAD 340 Principles of Finance
BUAD 350 International Business
BUAD 380 Internship
BUAD 457 Capstone I
BUAD 460 Capstone II

International Business (3 hours):

BUAD 450 International Business (Fall)
or
ECON 350 International Trade and Finance (Spring)
or
Any Special Studies Course in Business Administration with an International Business content

Requirements for the Degree with a concentration in Accounting

All core business courses, 54 credit hours, plus all seven courses (21 hours) listed below:

ACTG 301 Intermediate Accounting I
ACTG 302 Intermediate Accounting II
ACTG 303 Cost Accounting
ACTG 402 Advanced Accounting
ACCT 411 Auditing I
ACCT 414 Tax Accounting
ACTG 416 Accounting Theory & Research

Suggested electives (3 hours)

BUAD 342 Corporate Finance
BUAD 448 Bloomberg II
ACTG 412 Auditing II
ACTG 415 Corporate Tax Accounting

Although not required, all accounting concentration students are urged to take PHIL 311 in their junior year. Students who plan careers in public accounting are advised to take Math 145 and one semester of calculus.

Requirements for the Degree with a Concentration in Finance
All Core Business courses, 54 credit hours, plus all seven courses (21 hours) listed below:

BUAD 340 Money and Banking
BUAD 341 Principles of Real Estate
BUAD 342 Corporation Finance
BUAD 348 Bloomberg I
BUAD 445 Investments
BUAD 446 Portfolio Management
BUAD 456 Cases in Financial Management

Suggested electives (3 hours)
ECON 405 Managerial and Decision Economics
BUAD 415 Operations Management
BUAD 440 Real Estate Finance
BUAD 441 Real Estate Development
BUAD 448 Bloomberg II

Requirements for the Degree with a Concentration in Management
All Core Business courses, 54 credit hours, plus all seven courses (21 hours) listed below:

BUAD 409 Advertising
BUAD 408 Sales Management
BUAD 415 Operations Management
BUAD 416 Total Quality Management
BUAD 420 Entrepreneurship
BUAD 421 Small Business Planning
BUAD 422 Small Business Management

Suggested electives (6 hours)
BUAD 276 Organizational Development and Change
BUAD 348 Bloomberg I
BUAD 382 Conflict Management
BUAD 448 Bloomberg II
BUAD 430 E-Commerce I
BUAD 421 Small Business Planning
BUAD 422 Small Business Management

Requirements for the Degree with a Concentration in Supply Chain Management
All core business courses, 54 credit hours, plus all seven courses (21 hours) listed below:

ADSC 407 Introduction to Supply Chain
ADSC 409 Transportation/Logistics
ADSC 411 Warehouse Operations
ADSC 415 Contract law & Negotiations
ADSC 416 Total Quality Management

ADSC 419 International Logistics
ADSC 421 Supply Chain Leadership

Suggested electives:
ADSC 423 Value Analysis/Value Engineering
ADSC 425 APICS-e

Business Administration minor:
A minor in Business Administration requires ACCT 201, ACCT 202 and ECON 203 plus nine (9) semester hours of upper division elective courses in the area of Business Administration. ***Students must successfully complete the business core lower-level courses prior to taking upper division courses.***

Economics Minor
The economics minor comes under the Business Administration degree program. See degree description under the Division of Business and Economic Development. The minor requires ECON 203 and 204 plus 12 semester hours of elective courses in economics. Students planning to undertake graduate work in economics are advised to complete six hours of calculus and three hours of linear or matrix algebra.

Students must successfully complete the business core lower level courses prior to taking upper division courses.

Requirements for the Bachelor of Business Administration degree with an accounting concentration.
Degree requirements were revised in Spring 2010. Students seeking admission to the division after Spring 2010 will follow the new degree requirements listed below. Those formally admitted to the division prior to Spring 2010 will follow the old requirements. See the applicable catalog or consult with a divisional advisor for those requirements.

The Business Administration degree for accounting concentrators requires 54 semester hours of Business Core courses and 21 additional semester hours from the accounting concentration area. Students must pass all concentration courses with a C or higher.

CPA Exam
The State of Tennessee requires completion of at least 150 credit hours of college work including at least a baccalaureate degree to sit for the CPA exam. The additional 30 credit hours (beyond the 120 credit hours required for the LeMoyne-Owen degree) can be earned in graduate or undergraduate courses in any field. The 150 hours must include 24 semester hours of accounting courses and 24 semester hours of business courses. Additional information on CPA certification may be obtained at www.state.tn.us/commerce/tnsba. For more information on careers in accounting go to www.nabainc.org.

A Suggested Program for B.B.A - Accounting Concentration

Name: _____ Student ID: _____

Catalog: _____ Date this program was developed: _____

First Year / Fall Semester			First Year / Spring Semester		
Course ID	**Title**	**Cr. Hrs.**	**Course ID**	**Title**	**Cr. Hrs.**
COSI 118	Introduction to Microcomputers	3	ENGL 112	English Communications II	3
ENGL 111	English Communications I	3	FRSM 102	Freshman Seminar II	2
FRSM 101	Freshman Seminar I	2	HIST 221	African American History	3
HLFW 129	Lifetime Fitness	1	HLFW ____	Activity	1
MATH 111/BU	Survey of Math/Financial Math	3	NATS 110	Biological Science	3
BUAD 103	Introduction to Business	3	MATH 110	Concepts of Algebra	3
Total of Semester Hours		**15**	***Total of Semester Hours***		**15**
Second Year / Fall Semester			**Second Year / Spring Semester**		
ENGL 205	Human Literary Heritage	3	SOSI 118	Power & Society	3
NATS 112	Physical Science	3	HUMN 212	Global Village	3
HUMN 211	The Awakening World	3	ACTG 202	Principles of Accounting II	3
ACTG 201	Principles of Accounting I	3	ECON 204	Macroeconomics	3
ECON 203	Microeconomics	3	BUAD 220	Business Communications	3
Total of Semester Hours		**15**	***Total of Semester Hours***		**15**
Third Year / Fall Semester			**Third Year / Spring Semester**		
ACTG 301	Intermediate Accounting I	3	BUAD 306	Prin of Marketing	3
ECON 262	Statistics	3	BUAD 307	Human Resource Mgmt	3
ACTG 300	Managerial Accounting	***3	BUAD 380	Internship	3
BUAD 305	Prin of Management	3	ACTG 302	Intermediate Accounting II	3
BUAD 340	Prin of Finance	3		Elective	3
Total of Semester Hours		**15**	***Total of Semester Hours***		**15**
Fourth Year / Fall Semester			**Fourth Year / Spring Semester**		
BUAD 457	Capstone I	3	BUAD 460	Capstone II	3
BUAD 450	International Business	3	ACTG 405	Advanced Acctg Computer App	3
ACTG 303	Cost Accounting	3	ACTG 411	Auditing	3
ACTG 402	Advanced Accounting	3	ACTG 414	Tax Accounting	3
	Elective	3	ACTG 416	Acctg Theory & Research	3
Total of Semester Hours		**15**	***Total of Semester Hours***		**15**
Note: 45 hours of 300 - 400 level courses are required.			**TOTAL HOURS: 120**		
			A minimum of 120 hours is required for graduation.		

A Suggested Program for a B.B.A Degree - Finance Concentration

Name: _____ Student ID: _____

Catalog: _____ Date this program was developed: _____

First Year / Fall Semester			First Year / Spring Semester		
Course ID	**Title**	**Cr. Hrs.**	**Course ID**	**Title**	**Cr. Hrs.**
FRSM 101	Freshman Seminar	2	FRSM 102	Freshman Seminar	2
ENGL 111	English Communication I	3	ENGL112	English Communication II	3
MATH 111	Survey of Math/Financial Math	3	MATH 110	Concepts of Algebra	3
BUAD 103	Introduction to Business	3	NATS ---	Any Course in Natural Science	3
HLFW 129	Lifetime Fitness	1	HLFW (ELECT)	One Activity Elective	1
COSI 118	Intro. to Microcomputers	3	HIST 221	Intro to African American	3
Total of Semester Hours		**15**	***Total of Semester Hours***		**15**
Second Year / Fall Semester			**Second Year / Spring Semester**		
ENGL 205	Human Literary Heritage	3	HUMN 212	Global Village	3
HUMN 211	The Awakening World	3	SOSI 118	Power & Society	3
ACTG 201	Principles of Accounting I	3	ACTG 202	Principles of Accounting II	3
ECON 203	Microeconomics	3	ECON 204	Macroeconomics	3
NATS ---	Any Course in Natural Science	3	BUAD 220	Business Communications	3
Total of Semester Hours		**15**	***Total of Semester Hours***		**16**
Third Year / Fall Semester			**Third Year / Spring Semester**		
BUAD 225	Business Law	3	BUAD 306	Prin of Marketing	3
ECON 340	Money & Banking	3	BUAD 307	Human Resource Mgmt	3
ACTG 300	Managerial Accounting	3	BUAD 380	Internship	3
BUAD 305	Prin of Management	3	BUAD 342	Corporate Finance	3
BUAD 340	Prin of Finance	3	ECON 263	Statistics	3
Total of Semester Hours		**15**	***Total of Semester Hours***		**15**
Fourth Year / Fall Semester			**Fourth Year / Spring Semester**		
BUAD 457	Capstone I	3	BUAD 460	Capstone II	3
BUAD 450	International Business	3	BUAD 445	Investments	3
BUAD 348	Bloomberg I	3	BUAD 446	Portfolio Management	3
BUAD 441	Real Estate Development	3	BUAD 456	Cases in Financial Mgmt	3
	Elective	3		Elective	3
Total of Semester Hours		**15**	***Total of Semester Hours***		**15**
			TOTAL HOURS: 120		

A Suggested Program for a B.B.A. Degree - Management Concentration

Name: _____ Student ID: _____

Catalog: _____ Date this program was developed: _____

First Year / Fall Semester			First Year / Spring Semester		
Course ID	**Title**	**Cr. Hrs.**	**Course ID**	**Title**	**Cr. Hrs.**
FRSM 101	Freshman Seminar	2	FRSM 102	Freshman Seminar	2
ENGL 111	English Communication I	3	ENGL112	English Communication II	3
MATH 111	Survey of Math/Financial Math	3	MATH 110	Concepts of Algebra	3
BUAD 103	Introduction to Business	3	NATS ---	Any Course in Natural Science	3
HLFW 129	Lifetime Fitness	1	HLFW (ELECT)	One Activity Elective	1
COSI 118	Intro. to Microcomputers	3	HIST 221	Intro to African American	3
Total of Semester Hours		**15**	***Total of Semester Hours***		**15**
Second Year / Fall Semester			**Second Year / Spring Semester**		
ENGL 205	Human Literary Heritage	3	HUMN 212	Global Village	3
HUMN 211	The Awakening World	3	SOSI 118	Power & Society	3
ACTG 201	Principles of Accounting I	3	ACTG 202	Principles of Accounting II	3
ECON 203	Microeconomics	3	ECON 204	Macroeconomics	3
NATS ---	Any Course in Natural Science	3	BUAD 220	Business Communications	3
Total of Semester Hours		**15**	***Total of Semester Hours***		**16**
Third Year / Fall Semester			**Third Year / Spring Semester**		
BUAD 225	Business Law	3	BUAD 306	Prin of Marketing	3
ECON 262	Statistics	3	BUAD 307	Human Resource Mgmt	3
ACTG 300	Managerial Accounting	3	BUAD 380	Internship	3
BUAD 305	Prin of Management	3	BUAD 408	Sales Management	3
BUAD 340	Prin of Finance	3		Elective	3
Total of Semester Hours		**15**	***Total of Semester Hours***		**15**
Fourth Year / Fall Semester			**Fourth Year / Spring Semester**		
BUAD 457	Capstone I	3	BUAD 460	Capstone II	3
BUAD 450	International Business	3	BUAD 409	Advertising	3
BUAD 415	Operations Management	3	BUAD 416	Total Quality Management	3
BUAD 420	Entrepreneurship	3	BUAD 422	Small Business Management	3
	Elective	3		Elective	3
Total of Semester Hours		**15**	***Total of Semester Hours***		**15**
			TOTAL HOURS: 120		

BACHELOR OF BUSINESS ADMINISTRATION - ASAP PROGRAM

The Accelerated Studies for Adults and Professionals program is an adult degree completion program offered through the Division of Business and Economic Development that leads to the degree Bachelor of Business Administration (B.B.A.) with a concentration in Management or concentrations in Management and Finance. The program is designed to meet the needs of working adults who are typically employed full-time and are highly committed to completing their degrees. The Accelerated Studies for Adults and Professionals students share a common educational goal and contribute their diverse individual experiences to the learning process. Students accepted into this program must have completed a substantial number of semester hours in an accredited post-secondary program. Additionally, they must have reached the age of 25 and have worked for three years. After admission to the college as a transfer student, a potential Accelerated Studies for Adults and Professionals student may apply for acceptance into the program. (See the section on transfer students.)

Curriculum
The curriculum consists of fifteen (15) interlocking courses offered over three six-month terms. Cohort groups are formed to start Accelerated Studies for Adult and Professionals program terms in August and January each year. Program acceptance requires substantial completion of general academic and elective course work at an accredited institution, which usually represents a minimum of 45 semester credit hours. Accelerated Studies for Adults and Professionals students may earn up to fifteen (15) semester credit hours through Credit for Prior Learning. See the Credit for Prior Learning section for a complete description. In earning their degrees, the Accelerated Studies for Adults and Professionals student must meet all of the College's regular graduation requirements.

Requirements
In the first semester of work, Accelerated Studies for Adults and Professionals students will develop a professional portfolio, including a complete program of study developed by their Program advisor. Due to the accelerated pace of the program, all students enrolled in the Program are required to have an active email address. Students are also encouraged to participate in the Business Students' Association.

Requirements for the Accelerated Studies for Adults and Professionals degree with a Concentration in Management
All college Core II courses are required except FRSM 101 and 102, HFLW 129 and Activity Course (36 hours); electives (including transfer credits) (39 hours); and Accelerated Studies for Adults and Professionals program courses (45 hours) listed below collectively totaling 120 hours.

Requirements for the Accelerated Degree with Concentrations in Management, Finance and Supply Chain Management
All college Core II courses are required except FRSM 101 and 102, HFLW 129 and Activity Course (36 hours); electives (including transfer credits) (39 hours); and Accelerated Studies for Adults and Professionals program courses for a concentration in management (45 hours) listed above and fifteen (15) hours of courses in finance and supply chain listed below, collectively totaling 135 hours.

ASAP

Division of Business and Economic Development
Program of Study/Graduation and Transfer Evaluation Form

ASAP

Major: Business Administration (BBA) - Accelerated Studies for Adults and Professionals (*ASAP*) – effective Summer 2018

Name:		**Student ID:**	
Home Address:		**Date of Birth:**	
Email Address:		**Email (ALT):**	
		Phone (ALT):	
Date Entered Program:		**Advisor:**	**Marian Hart**
Credits Accepted From: *Ex: Penn State Univ (PSU)*	( ); ( ); ( ); ( )		

General Education Core (36 Credit Hours)	**Hrs**	**Grd**	**Inst Yr**
Required Courses			
ENGL 111 English Communications I	3		
ENGL 112 English Communications II	3		
ENGL 205 Human Literary Heritage	3		
HIST 221 Intro to African American History	3		
HUMN 211 Awakening World (or Music, Art, Westrn Civ)	3		
HUMN 212 Global Village (or Music, Art, Western Civ)	3		
MATH 110 Concepts of Algebra	3		
MATH 111 Survey of Mathematics	3		
NATS 110 Biological Science	3		
NATS 112 Physical Science	3		
SOSI 111 Intro Power, Society (or Socio, Psych)	3		
BUAD 118 Microcomputer Applications (CPL opt)	3		
	36		
Electives Required (includes CPL options, Military) 39 hours required			
Total Electives:			

Required Business Management Tracks (45 Cr Hrs)	**Hrs**	**Grd**	**Inst Yr**
Semester I (Management Track)			
ASAP 303 Career Education and Skills Seminar	3		
ASAP 308 Organizational Communications	3		
ASAP 360 Introduction to Business Research	3		
ASAP 313 Principles of Financial Accounting	3		
ASAP 309 Managerial Economics	3		
Semester II (Management Track)			
ASAP 321 Management Theory	3		
ASAP 335 Managerial Marketing	3		
ASAP 345 Human Resource Management	3		
ASAP 356 Business Statistics	3		
ASAP 457 Capstone Project I	3		
Semester III (Management Track)			
ADCF 300 Intro to Financial Management	3		
ASAP 413 Managerial Accounting	3		
ASAP 420 Business Legal Environment	3		
ASAP 450 Global Business Environment	3		
ASAP 460 Capstone Project II	3		
	45		
Optional Semester 4 Tracks (may use as Electives)*			
FINANCE Track *			
ADCF 314 Corporation Finance	3		
ADCF 400 Investments	3		
BUAD 446 Portfolio Management	3		
ADCF 457 Seminar in Business Finance	3		
ADCF 455 Strategic Financial Management	3		
SUPPLY CHAIN Track *			
ADSC 407 Introduction to Supply Chain	3		
ADSC 409 Transportation / Logistics	3		
ADSC 411 Warehouse Operations	3		
ADSC 415 Contract Law and Negotiations	3		
ADSC 417 Total Quality Management	3		

Student is eligible for _____ 20_____ Graduation/Commencement providing she/he successfully completes all remaining courses with a "C" or better.

Advisor's Signature: Marian Hart Date: 4/20/2020

Total hours: 120

- ~ Students are required to complete successfully 120 semester hours to graduate from LOC;
- ~ 45 credit hours must be from the Management Track and must have a "C" or above grade;
- ~ 36 credit hours must be from the College Core;
- ~ 39 credit hours must be from general electives;
- ~ Finance Track and Supply Chain Track are optional and may be used to satisfy electives.

Rev. 04.19.2018

DIVISION OF EDUCATION

The Division of Education is one of five academic divisions at LeMoyne-Owen College. The Division of Education's mission is to prepare candidates as facilitators of transformative processes who are able to educate students from diverse socioeconomic and cultural backgrounds. The purpose of the educator preparation program is to prepare teacher candidates to engage students in transformative learning processes that prepare them to perform efficiently and effectively within a contemporary global framework. The purpose is undergirded by two complementary goals: (1) to provide excellent teaching and learning environments that result in critical literacy and learning for teacher candidates who will in turn mirror these outcomes for preK-12 students, and (2) to provide, in collaboration with partnership schools, related field experiences and clinical practice where teacher candidates develop and demonstrate the knowledge, skills and dispositions that make them facilitators of transformative processes.

The Division is responsible for the coordination of all educator preparation programs and the Health and Fitness/Wellness support program.

The Division offers the Professional Core courses which, with the appropriate major and supplemental core from the arts and sciences division, lead to teacher licensure in the endorsement areas of Early Childhood Education (PreK-3), Elementary Education (K-5), Secondary Education (6-12) and (K-12), Special Education Interventionists (K-8) and (6-12) programs in and Visual Arts. Post Baccalaureate licensure may be earned in each of the Endorsement areas offered at LeMoyne-Owen College.

Grounded in a sound Liberal Arts foundation, each of the programs enables students to acquire necessary knowledge bases, skills and dispositions. The following majors are offered to students who may or may not be seeking licensure in the State of Tennessee:

PreK-3	Early Childhood Education
Grades K-5	Interdisciplinary Elementary Education
Grades 6-12	Biology
	Chemistry
	English
	Government/Political Science
	History
	Mathematics
Grades K-8/6-12	Special Education Interventionist
Grades K-12	Visual Arts

THE EDUCATOR PREPARATION PROGRAMS

The preparation of teachers for licensure is a campus-wide endeavor with faculty members of other divisions offering Core II, Majors, and Supplemental Cores. These faculty members work in collaboration with faculty members of the Division of Education who provide the professional studies core for licensure in each endorsement area. All students who plan to teach must complete the required college core curriculum, all other major degree requirements as well as the requirements set

forth by the Division of Education. Students seeking licensure must also meet the requirements set forth by the Tennessee State Board of Education. Since these requirements are subject to change, students must consult with their advisors regularly - a minimum of one time per semester other than for early or regular registration.

Admission to Educator preparation programs Leading to Licensure
Admission to LeMoyne-Owen College and declaring the intent to major in a degree program that leads to licensure does not automatically admit the student to one of the Educator preparation programs. Interested students must file a formal application with the Division of Education following the procedures and timelines described in the Division's Pre-Candidate Student Handbook. The procedures apply to transfer, returning, and post-baccalaureate students. The Teacher Education Committee only grants formal admission to Educator preparation programs after the pre-candidate has completed an application package that includes documentation that he or she has:

- Declared a major in a program that leads to licensure and filed the declaration of major form with the Records office, the Division of Education, and the Division in which the major is offered.
- Successfully completed the College's Core II requirements
- Earned a cumulative grade point average (GPA) of 3.0 or above in the General Core (Core II).
- Completed ENGL 111, 112, and 205, MATH 110, MATH 111 or MATH 130 and MATH 145, COSI 118, and EDUC 202, "Portfolio Development", with a grade of "C" or better, and achieved scores on Praxis I at the level required by the Tennessee State Department of Education.
- Completed a satisfactory interview with a panel of faculty members representing the Division of Education and other Divisions and/or PreK-12 school personnel, as well as a video interview and hand-written essay
- Obtained three (3) favorable recommendations from faculty including one from the instructor of EDUC 202
- The completed application package must be submitted by the pre-candidate and academic advisor. The package must include a hand-written biographical sketch and a word-processed letter to the Teacher Education Committee requesting admission to the Educator preparation program.

Students seeking licensure through the Division of Education must meet the admissions, maintenance and exit criteria detailed in the Pre-Candidate Handbook. Policies and Procedures: Policies and procedures effective beginning in the fall semester of 2000 include the following:

Admissions:
Pre-candidates seeking licensure must:

a. Take the reading and writing portions of the PRAXIS I exam upon completing ENGL 111, 112 and 205.
b. Take the math portion of the PRAXIS I exam upon completing MATH 110, MATH 111 or MATH 130 and MATH 145, whichever is appropriate for his or her licensure program.

Apply for admission to the Division of Education upon completion of Core II.
Pre-candidate transfer students who have completed Core II must complete the PRAXIS I exam at the level required by the state and make application in their first semester at LeMoyne-Owen College.

Post Baccalaureate pre-candidates seeking licensure are admitted to the Division of Education and are allowed to only take EDUC 202, 203, 204, 205, 220, and 224. To be admitted to the Educator Preparation Program, he/she must:

a. Have a cumulative GPA of 3.0;
b. Complete the content knowledge examination prior to completing the first 9 credit hours in the program;
c. Complete EDUC 202, “Portfolio Development”, with a grade of “C” or better;
d. Make application to the Educator Preparation Program;
e. Receive three (3) favorable recommendations one which must be from the instructor of EDUC 202.

Pre-candidates provisionally admitted may enroll in the following Professional Core courses during their next semester: EDUC 202-203-204-205-224. Early Childhood Education pre-candidates may enroll in 3 credit hours from the following list: ECED 201-203-205-206 to complete 16 credit hours of study during the provisional semester.

Pre-candidates not gaining full admission to teacher education during the provisional semester may not take any other Professional courses and will be counseled to complete their academic major within their major division and/or seek another major that is more aligned with their personal strengths.

Exemption from Praxis I:
Applicants who have attained a composite test score of 22 or above in the Enhanced ACT, or who have attained a combined verbal and mathematics score on the SAT of 920 or above shall be exempt from submitting Praxis I scores.

To advance to any 300 level course candidates seeking licensure must:

a. Be fully admitted to the Educator Preparation Program
b. Have taken the Principles of Learning and Teaching (PLT) section of the PRAXIS II exam.

Upon completion of the initial 12 credit hours within the major discipline, candidates must take and pass content area exams of Praxis II. Upon completion of the major discipline, candidate must take and pass all specialty area exams of Praxis II. Candidates must consult with their academic advisor and the Field Experiences and Clinical Practice Handbook regularly to ensure that appropriate exams are completed at required times.

Exit
Candidates must take and pass all other PRAXIS II specialty area exams specific to their endorsement area during their Level III field placement (Student Teaching).

Candidates not receiving a passing score on their specialty area exam(s) will receive an “I” in Student Teaching and must successfully complete the remaining work prior to the Grade Change deadline listed in the college’s Academic Calendar the following semester.

Candidates who fall below a 3.0 GPA in any semester may not take any Professional Core courses during their next semester. During their provisional semester, candidates must raise their GPA to 3.0 or higher. Candidates who are unable to meet this requirement will be counseled to pursue an academic area outside Teacher Education where their strengths can be best used.

Note: No candidate may advance to student teaching without meeting the above criteria In addition, candidates who have not passed all parts of Praxis II will not be recommended for licensure by the College. (See the Classroom Field Experiences Handbook for more details related to Praxis II and Interim Licensure.)

Requirements may change due to Tennessee State Board of Education Regulations; therefore, students are advised to consult with their education advisor regularly.

Post-Baccalaureate (Licensure only)
Students who enter the post-baccalaureate educator preparation program have an earned baccalaureate degree but have not completed a educator preparation program. Post baccalaureate teacher candidates are therefore exempt from Praxis I and granted one conditional semester of admission to the Educator preparation program. To receive full admission to the Educator preparation program, post baccalaureate teacher candidates must meet the same admission and retention criteria as other candidates for admission to licensure programs. Post-baccalaureate teacher candidates complete all required coursework and field experiences prior to entering the student teaching semester. Post-baccalaureate candidates will enroll and participate in the enhanced student teaching semester including the seminar. (See Field Experiences and Clinical Practice Handbook for details) In addition to being a candidate for student teaching, a post baccalaureate candidate may be part of the Job-Embedded program. This candidate has a bachelor's degree and has received and accepted a teaching position within the Local Education Agency and must teach on a TN Practitioner's License for 3 years in lieu of the 15-week student teaching semester. A job-embedded teacher candidate must follow the same requirements for admission to the Educator Preparation Program as all other program participants.

Licensure Programs Requirements
Candidates seeking licensure in Early Childhood Education (PreK-3) must complete the General Core; the Supplemental Core, the Professional Core and the Early Childhood Education major plus a clinical practice semester.

Candidates seeking licensure in Interdisciplinary Elementary Education (K-5) must complete the General Core, the Supplemental Core, the Interdisciplinary Elementary Education major, the Professional Core, plus a clinical practice semester.

Candidates seeking licensure in Secondary Education (6-12) must complete the General Core, the Supplemental Core, the Professional Core; and a content area major selected from the following: Biology, Chemistry, English, Government/Political Science, History of Mathematics plus a clinical practice semester.

Candidates seeking licensure in the Special Education Interventionists major (K-8) (6-12) must complete the General Core, the Supplemental Core, the Special Education major for the licensure program, the Professional Core, plus a clinical practice semester.

Candidates seeking licensure in Visual Arts Education (K-12) must complete the General Core, the Supplemental Core, the Visual Arts Education major, the Professional Core, plus a clinical practice semester.

Early Childhood Education Major: See Early Childhood Education section.

Special Education Major: See Special Education section.

LICENSURE IN INTERDISCIPLINARY ELEMENTARY EDUCATION - GRADES K-5

(Requires completion of the General Education Core, Professional Core, Interdisciplinary Elementary Education Methods Block, Supplemental Core)

General Education Core (42 Credit Hours)
COSI 118 Introduction to Microcomputers (3)
ENGL 111 English Communications I (3)
ENGL 112 English Communications II (3)
ENGL 205 Human Literary Heritage (3)
FRSM 101 Freshman Seminar I (2)
FRSM 102 Freshman Seminar II (2)
HIST 221 Introduction to African American History (3)
HLFW 129 Lifetime Fitness (1)
HLFW Elective (1)
HUMN 211 The Awakening World (3)
HUMN 212 The Global Village (3)
MATH 110 Concepts of Algebra (3)
MATH 111 Survey of Number (3)
NATS Any Natural Science (3)
NATS Any Natural Science (3)
SOSI 111 Introduction to Power and Society

*LOC athletes, ROTC students, and active Reservists are exempt from HLFW 129 (Lifetime Fitness) and the required HLFW activity course. Students seeking the waiver must present verification of LOC athletic, ROTC, or Military participation. Military ID must be presented, ROTC must be verified through transcript or other College/University means, and athletic participation must be verified by personnel in the Athletic Department.

Professional Education Core - (K-5) (24 Credit Hours)
EDUC 203 Human Development and Psychology (3)
EDUC 224 Survey of Exceptional Children (3)
EDUC 301 Managing Classroom Behavior (3)
EDUC 328 Media & Technology in Education (3)
EDUC 313 Developmental Approach to Reading K-5 (3)
EDUC 346 Multicultural Teaching and Learning (3)
EDUC 408 Methods & Materials: An Integrated Approach to Teaching (3)
EDUC 482 Navigating the TN Evaluation System (3)

Clinical Practice (12 Credit Hours)
EDUC 426 Student Teaching, Seminar and Capstone for Elementary Education (12)

Supplemental Core
The supplemental core for each major that leads to licensure in Interdisciplinary Elementary Education (K-5) provides a concentration in a discipline different from the major (for additional information see programs of study).

Requirements in the Major
The Interdisciplinary Education Major provides for the teacher candidates the opportunity to gain knowledge and skills in the areas of English, Mathematics, Science and Social Studies as part of the interdisciplinary curriculum.

Major: Interdisciplinary Elementary (27 credit hours)
ECED 301 Curriculum for Inclusive/Diverse Early Childhood and Elementary Programs (3)
EDUC 321 Literature for Children (3)
HLFW 310 Elementary PE/First Aid/CPR (3)
HLFW 322 Elementary Health and Nutrition (3)
ARTS 335 Imagination and Cultural Expression in Early Childhood Classrooms (3)
ENGL 421 English for PreK-6 Teachers (3)
MATH 421 Mathematics for PreK-6 Teachers (3)
NATS 421 Science for PreK-6 Teachers (3)
SOSI 421 Social Studies for PreK-6 Teachers (3)

Supplemental Core (24)
ECED 206 Language Development and Emergent Literacy (3)
EDUC 199 Speech and Grammar for Educators (3)
EDUC 202 Portfolio Development (3)
EDUC 204 Foundation of Education (3)
EDUC 220 Measure and Evaluation (3)
HIST 201 US History to 1865 or (3)
HIST 202 US History from 1865 to Present (3)
MUHI 100 Music Appreciation (3)
POLS 201 Introduction to Political Science (3)

A Suggested Program for a B.S. Degree in Elementary Education

Name: _____ Student ID: _____

Catalog: _____ Date this program was developed: _____

First Year / Fall Semester			First Year / Spring Semester		
Course ID	**Title**	**Cr. Hrs.**	**Course ID**	**Title**	**Cr. Hrs.**
FRSM 101	Freshman Seminar	2	FRSM 102	Freshman Seminar	2
ENGL 111	English Communication I	3	ENGL112	English Communication II	3
MATH 110	Concepts of Algebra	3	MATH 111	Concepts of Number	3
NATS ---	Any Course in Natural Science	3	NATS ---	Any Course in Natural Science	3
HLFW 129	Lifetime Fitness	1	HLFW (ELECT)	One Activity Elective	1
COSI 118	Intro. to Microcomputers	3	HIST 221	Intro to African American	3
Total of Semester Hours		**15**	***Total of Semester Hours***		**15**
Second Year / Fall Semester			**Second Year / Spring Semester**		
ENGL 205	Human Literary Heritage	3	HUMN 212	Human Heritage II	3
HUMN 211	Human Heritage I	3	HIST 201	U.S. History until 1865	3
SOSI 111	Intro to Power & Society	3	EDUC 199	Speech & Grammar for EDUC	3
BIOL 101	Biological Science/Lab	4	EDUC 202	Portfolio Development	3
EDUC 204	Foundation of Education	3	EDUC 203	Human Development & Psyc	3
Praxis I Completed					
Total of Semester Hours		**16**	***Total of Semester Hours***		**15**
Third Year / Fall Semester			**Third Year / Spring Semester**		
EDUC 220	Measurement & Evaluation	3	HLFW 310	Elem PE/First Aid/CPR	3
EDUC 224	Survey of Exceptional Children	3	HLFW 320	Elem Health & Nutrition	3
POL 201	Intro. To Political Science	3	ARTS 335	Imagination & Culture for ECE	3
MUHI 100	Music Appreciation	3	ECED 321	Literature for Children	3
ECED 301	Curriculum for Incl/Div Programs	3	ECED 313	Developmental Approach to Reading	3
Take Content Knowledge					
Total of Semester Hours		**15**	***Total of Semester Hours***		**15**
Fourth Year / Fall Semester			**Fourth Year / Spring Semester**		
NATS 421	Science for PreK-6 Teachers	3	EDUC 301	Managing Classroom Behaviors	3
SOCI 421	Social Studies for PreK-6 Teachers	3	EDUC 328	Media and Technology in EDUC	3
MATH 421	Math for PreK-6 Teachers	3	EDUC 346	Multicultural Teaching & Learning	3
ENGL 421	English for PreK-6 Teachers	3	EDUC 408	Methods & Materials: Int. Tchng	3
Take Reading in Elem. Schools					
Total of Semester Hours		**12**	***Total of Semester Hours***		**12**
Fifth Year / Fall Semester					
EDUC 425	Student Teaching & Seminar	12			
Total of Semester Hours		**12**			
Note: 45 hours of 300 - 400 level courses are required.			**TOTAL HOURS: 127**		
It is highly recommended that students take Biology courses as general electives.			A minimum of 120 hours is required for graduation.		

EARLY CHILDHOOD EDUCATION

Program
The Division of Education offers a licensure program in Early Childhood Education (PreK-3) for individuals wishing to expand their knowledge, skills, and disposition to work with young children and their families. Coursework and field experiences provide candidates with theoretical foundations applicable to various early childhood environments. Courses focus on teaching in and administering Early Childhood Education programs.

Licensure Requirements
Students who wish to prepare themselves for a career in Early Childhood Education must formally apply to the Division of Education. Applications should be completed and submitted during the semester that a student is enrolled in EDUC 202. ALL admission requirements must be met to advance to the professional core courses. Applicants for admission to the Early Childhood Education Program must meet the criteria below and detailed in the Division of Education Pre-Candidate Student Handbook and Field Experiences and Clinical Practice Handbook.

Licensure in the Early Childhood Education (PreK-3) Grades requires completion of the General Core, Professional Core, Early Childhood Education major, Supplemental Core and clinical semester.

Major (36 Credit Hours)
ECED 301 Curriculum for Inclusive and Diverse EC Classrooms I (3)
ECED 321 Literacy for Children (3)
ECED 333 Critical Issues in Working in Diverse & Inclusive EC Programs (3)
ECED 404 Working with Children, Families, and Communities of Diverse Cultures (3)
ECED 405 Administration of Inclusive and Diverse Early Childhood Programs (3)
ARTS 335 Imagination and Cultural Expression in EC Classrooms (3)
HLFW 310 Elementary Physical Education/First Aid/CPR (3)
HLFW 322 Elementary Health and Nutrition (3)
ENGL 421 English for PreK-6 Teachers (3)
MATH 421 Mathematics for PreK-6 Teachers (3)
NATS 421 Science for PreK-6 Teachers (3)
SOSI 421 Social Studies for PreK-6 Teachers (3)

Professional Core (21 Credit Hours)
EDUC 220 Measurement and Evaluation (3)
EDUC 224 Survey of Exceptional Children (3)
EDUC 301 Managing Classroom Behavior (3)
EDUC 313 Developmental Approach to Teaching Reading (3)
EDUC 328 Media & Technology in Education (3)
EDUC 346 Multicultural Teaching & Learning (3)
EDUC 408 Methods and Materials: An Integrated Approach to Teaching (3)

Supplemental Core (24 Credit Hours)
ECED 201 Intro to Inclusive Early Childhood Education (3)
ECED 203 Child Development (3)
ECED 205 Developmental Assessment of Young Children (3)
ECED 206 Language Development and Emergent Literacy (3)
EDUC 199 Speech and Grammar for Educators (3)

EDUC 202 Portfolio Development (3)
EDUC 203 Human Development and Psychology (3)
EDUC 204 Foundation of Education (3)

Supplemental Core (12 Credit Hours)
ECED 201 Intro to Inclusive Early Childhood Education (3)
ECED 203 Child Development (3)
ECED 205 Developmental Assessment of Young Children (3)
ARTS 335 Imagination and Cultural Expressions in EC Classrooms (3)

Clinical Practice (12 Credit Hours)
EDUC 425 Student Teaching, Seminar and Capstone for Early Childhood Education

LICENSURE IN SECONDARY EDUCATION, (6-12)

Candidates seeking licensure in Secondary Education (6-12) must complete courses in the General Core, Supplemental Core, Professional Core, as well as coursework in one of six major disciplines in the arts and sciences.

General Education Core (42 Credit Hours)
COSI 118 Introduction to Microcomputers (3)
ENGL 111 English Communications I (3)
ENGL 112 English Communications II (3)
ENGL 205 Human Literary Heritage (3)
FRSM 101 Freshman Seminar I (2)
FRSM 102 Freshman Seminar II (2)
HIST 221 Introduction to African American History (3)
HLFW 129 Lifetime Fitness (1)
HLFW Elective (1)
HUMN 211 The Awakening World (3)
HUMN 212 The Global Village (3)
MATH 110 Concepts of Algebra (3)
MATH 111 Survey of Number (3)
NATS Any Natural Science (3)
NATS Any Natural Science (3)
SOSI 111 Introduction to Power and Society
*LOC athletes, ROTC students, and active Reservists are exempt from HLFW 129 (Lifetime Fitness) and the required HLFW activity course. Students seeking the waiver must present verification of LOC athletic, ROTC, or Military participation. Military ID must be presented, ROTC must be verified through transcript or other College/University means, and athletic participation must be verified by personnel in the Athletic Department.

Students majoring in Biology, Chemistry or Math take:
MATH 130 College Algebra (3)
MATH 145 Pre-Calculus (3)

Professional Education Core - Grades 6-12 (30 Credit Hours)
EDUC 202 Portfolio Development (3)
EDUC 204 Foundations of Education (3)
EDUC 205 Adolescent Development and Psychology (3)
EDUC 220 Measurement and Evaluation (3)
EDUC 224 Survey of Exceptional Children (3)
EDUC 301 Managing Classroom Behaviors (3)
EDUC 328 Media & Technology in Education (3)
EDUC 333 Developmental Approach to Reading & Literacy (7^{th} – 12^{th} grades) (3)
EDUC 346 Multicultural Teaching and Learning (3)
EDUC 414 Methods & Materials: An Integrated Approach to Teaching (3)

Clinical Practice (12 Credit Hours)
EDUC 415 Student Teaching, Seminar, and Capstone for Secondary Education (7-12)

Major: Biology
Students seeking Secondary (6-12) endorsement in Biology must complete the following:
BIOL 101 General Biology I/Lab (4)
BIOL 102 General Biology II/Lab (4)
BIOL 303 Genetics/ Lab (4)
BIOL 304 Microbiology/Lab (4)
BIOL 306 Cell Biology/Lab (4)
BIOL 460 Biology Capstone (3)
NATS 320 The Teaching of Science (3)

Must complete 12 credit hours of upper division BIOL electives

Supplemental Core: **(33)**
MATH 201 Analytical Geometry & Calculus I (3)
MATH 310 Statistical Methods (3)
or
BIOL 330 Biostatistics (3)
PHYS 201 General Physics I Lecture and Lab (4)
PHYS 202 General Physics II Lecture and Lab (4)
HIST 202 United States History from 1865 (3)

Additionally, secondary education endorsement in Biology requires the following cognate courses:
CHEM 101 General Chemistry I (4)
CHEM 102 General Chemistry II (4)
CHEM 303 Organic Chemistry I (4)
CHEM 304 Organic Chemistry II (4)

Major: Chemistry
Students seeking Secondary (6-12) endorsement in Chemistry must complete the following
CHEM 101 General Chemistry I and Lab (4)
CHEM 102 General Chemistry II and Lab (4)
CHEM 303 Organic Chemistry I and Lab (4)
CHEM 304 Organic Chemistry II and Lab (4)
CHEM 305 Analytical Chemistry I and Lab (4)

CHEM 306 Analytical Chemistry II and Lab (4)
CHEM 401 Physical Chemistry I and Lab (4)
CHEM 402 Physical Chemistry II and Lab (4)
CHEM 410 Biochemistry and Lab (4)

Supplemental Core: **(35)**
MATH 201 Analytical Geometry & Calculus I (4)
NATS 115 Earth and Space Science Lecture and Lab (4)
PHYS 201 General Physics I and Lab (4)
PHYS 202 General Physics II and Lab (4)
HIST 201 U.S. History to 1865 (3)
HIST 202 U.S. History from 1865 to Present (3)

Additionally, secondary endorsement in Chemistry requires the following cognate courses:
COSI 216 Programming in C++ (3)
MATH 202 Analytical Geometry and Calculus II (4)
MATH 300 Analytical Geometry and Calculus III (4) or
MATH 301 Differential Equations (3)
NATH 320 Methods of Teaching Science (3)

Major: English
Students seeking Secondary (6-12) endorsement in English must complete the following:
ENGL 305 Shakespeare (3)
ENGL 307 American Literature, 1620 to1860 (3)
ENGL 308 American Literature, 1860 to 1930 (3)
ENGL 309 African American Literature I (3)
ENGL 310 African American Literature II (3)
ENGL 323 Introduction to the English Language I (3)
ENGL 324 Introduction to the English Language II (3)
ENGL 331 English Literature, Beginning to 1450 (3)
ENGL 332 English Literature, 1450 to 1785 (3)
ENGL 333 English Literature, 1785 to 1901 (3)
ENGL 460 Senior Capstone (3)

Supplemental Core: **(27)**
SPAN or FREN 101 Elementary Spanish I or French I (3)
SPAN or FREN 102 Elementary Spanish II or French II (3)
SPAN or FREN 201 Intermediate Spanish I or French I (3)
SPAN or FREN 202 Intermediate Spanish II or French II (3)
ENGL 320 The Teaching of English (3)
ENGL 322 Literature of Adolescents and Young Adults (3)
PSYC 101 General Psychology (3)

Additionally, secondary endorsement in English requires the following six (6) hours of cognate courses:
HIST 201 U. S. History to 1865 (3)
HIST 202 U. S. History from 1865 to Present (3)
HIST 311 Renaissance to Revolution: Europe, 1500-1800 (3)
HIST 321 Modern Europe 1789 to Present (3)

Major: History
Students seeking Secondary (6-12) endorsement in History must complete the following:
HIST 201 United States History to 1865 (3)
HIST 202 United States History from 1865 (3)
HIST 311 Renaissance to Revolution: Europe 1500 to 1800 (3)
HIST 312 Modern Europe: 1789 to Present (3)
HIST 460 History Capstone (3)
SOSI 320 Methods of Teaching Social Studies (3)
HIST 320 Establishment of the United States (3)

Supplemental Core: **(36)**
ECON 203 Microeconomics Principles (3)
ECON 204 Macroeconomics Principles (3)
SOSI 320 Methods of Teaching Social Studies (3)
PSYC 101 General Psychology (3)
ENGL 322 Literature of Adolescents and Young Adults (3)

Additionally, secondary endorsement in History requires the following eighteen (18) hours of cognate courses:
HIST 202 Establishment of the United States (3)
HIST 303 Civil War and Reconstruction (3)
HIST 308 Blacks in U. S. History Before 1865 (3)
HIST 309 History and Culture of Africa (3)
HIST 310 Blacks in U. S. History since 1865 (3)
HIST 315 Modern World History (3)

Major: Mathematics
Students seeking Secondary (6-12) endorsement in Mathematics must complete the following:
MATH 201 Analytical Geometry & Calculus I (4)
MATH 202 Analytical Geometry & Calculus II (4)
MATH 300 Analytical Geometry & Calculus III (4)
MATH 301 Differential Equations (3)
MATH 306 Linear Algebra (3)
MATH 310 Statistical Methods (3)
MATH 320 Methods of Teaching Math (3)
MATH 401 Probability and Statistics Theory (3)
MATH 403 Abstract Algebra

Supplemental Core: **(20)**
COSI 223/ITEC 223 Introduction to Programming (3)
COSI 240 Discrete Mathematics (Prerequisite: COSI 212 and MATH 145) (3)
PHYS 201 General Physics I (Prerequisite: MATH 145) (4)
PHYS 202 General Physics II (Prerequisite: PHYS 201 and MATH 145) (4)
HIST 202 United States History from 1865 (3)
MATH 320 Methods of Teaching Math (3)

Major: Political Science/Government
Students seeking Secondary (6-12) endorsement in Political Science must complete the following:
POLS 201 American Government (3)

POLS 203 State and Local Government (3)
POLS 311 Comparative Government and Politics (3)
POLS 362 Social Statistics (3)
POLS 431 Introduction to Political Theory (3)
POLS 460 Political Science Capstone (3)
SOSI 320 Methods of Teaching Social Studies (3)

Supplemental Core: **(30)**
HIST 201 United States History to 1865 (3)
HIST 202 United States History from 1865 (3)
POLS 322 Law and the Poor (3)
ECON 203 Microeconomic Principles (3)
ECON 204 Macroeconomic Principles (3)

Additionally, secondary endorsement in Political Science/Government requires twelve (18) hours selected from the following cognate list:
POLS 202 Political Parties and Pressure
POLS 301 Public Administration
POLS 315 International Relation and Foreign Policy
POLS 321 Constitutional Law
POLS 322 Law and the Poor
POLS 434 Publish Affairs Internship

LICENSURE IN K-12

Major: Visual Arts
Students seeking K-12 endorsement in Visual Arts must complete the following

Supplemental Core: **(18 Credit Hours)**
ARTS 100 Basic Design
ARTS 200 Introduction to Ceramics
ARTS 212 Basic Drawing I
ARTS 213 Basic Drawing II
ARTS 300 Art Survey
ARTS 302 Art in Diverse Environments
ARTS 305 Photography
ARTS 310 Art History I
ARTS 311 Art History II
ARTS 312 Beginning Painting
ARTS 315 Beginning Sculpture
ARTS 332 History of Modern Art
NOTE: Additionally, candidates seeking licensure in Visual Arts must take 6 credit hours of any 300 or 400 level ARTS elective.

Professional Core for Visual Arts: (30 Credit Hours)
EDUC 202 Portfolio Development (3)
EDUC 204 Foundations of Education (3)

EDUC 205 Adolescent Development and Psychology (3)
EDUC 220 Measurement and Evaluation (3)
EDUC 224 Survey of Exceptional Learners (3)
EDUC 301 Managing Classroom Behavior (3)
EDUC 333 Developmental Approach to Teaching Reading (3)
EDUC 328 Media & Technology in Education (3)
EDUC 346 Multicultural Teaching and Learning (3)
EDUC 422 Methods and Materials: An Integrated Approach to Teaching (3)

Clinical Experience: (12 Credit Hours)
EDUC 409 Student Teaching and Seminar (Grades 7-12)

A Suggested Program for a B.S. Degree in ECED

Name: _____ Student ID: _____

Catalog: _____ Date this program was developed: _____

First Year / Fall Semester			First Year / Spring Semester		
Course ID	**Title**	**Cr. Hrs.**	**Course ID**	**Title**	**Cr. Hrs.**
FRSM 101	Freshman Seminar	2	FRSM 102	Freshman Seminar	2
ENGL 111	English Communication I	3	ENGL112	English Communication II	3
MATH 110	Concepts of Algebra	3	MATH 111	Concepts of Number	3
NATS ---	Any Course in Natural Science	3	NATS ---	Any Course in Natural Science	3
HLFW 129	Lifetime Fitness	1	HLFW (ELECT)	One Activity Elective	1
COSI 118	Intro. to Microcomputers	3	HIST 221	Intro to African American	3
Total of Semester Hours		**15**	***Total of Semester Hours***		**15**
Second Year / Fall Semester			**Second Year / Spring Semester**		
ENGL 205	Human Literary Heritage	3	HUMN 212	Human Heritage II	3
HUMN 211	Human Heritage I	3	EDUC 204	Foundation of Education	3
SOCI 111	Intro to Power & Society	3	EDUC 199	Speech & Grammar for EDUC	3
ECED 201	Intro to Early Childhood	3	EDUC 202	Portfolio Development	3
ECED 203	Child Development (Birth – 8 yrs)	3	EDUC 203	Human Development & Psyc	3
Praxis I Completed					
Total of Semester Hours		**15**	***Total of Semester Hours***		**16**
Third Year / Fall Semester			**Third Year / Spring Semester**		
EDUC 220	Measurement & Evaluation	3	ARTS 335	Imagination & Culture for ECE	3
EDUC 224	Survey of Exceptional Children	3	ECED 321	Literature for Children	3
ECED 205	Dev. & Assess. Yng Chldrn	3	ECED 313	Developmental Approach to Reading	3
ECED 206	Language Dev. & Emergent Lit.	3	ECED 405	Admin of Incl & Diverse ECE Prog.	3
ECED 301	Curriculum for Incl/Div Programs	3			
Take Content Knowledge					
Total of Semester Hours		**15**	***Total of Semester Hours***		**12**
Fourth Year / Fall Semester			**Fourth Year / Spring Semester**		
NATS 421	Science for PreK-6 Teachers	3	EDUC 301	Managing Classroom Behaviors	3
SOCI 421	Social Studies for PreK-6 Teachers	3	EDUC 328	Media and Technology in EDUC	3
MATH 421	Math for PreK-6 Teachers	3	EDUC 346	Multicultural Teaching & Learning	3
ENGL 421	English for PreK-6 Teachers	3	EDUC 400	Science of Teaching	3
Take Reading in Elem. Schools			EDUC 408	Methods & Materials: Int. Tchng	3
Total of Semester Hours		**12**	***Total of Semester Hours***		**15**
Fifth Year / Fall Semester			A minimum of 126 hours is required for graduation.		
EDUC 425	Student Teaching & Seminar	12			
Total of Semester Hours		**12**			
Note: 45 hours of 300 - 400 level courses are required.			**TOTAL HOURS: 127**		

LICENSURE IN SPECIAL EDUCATION INTERVENTIONISTS (K-8) AND (K-6)

The Division of Education offers licensure programs in Special Education Interventionists for individuals wishing to expand their knowledge and to build skills in working with children and adults with disabilities as well as their families. Courses are designed to provide theoretical foundations in child development and behavior as well as pedagogical content instruction that will result in the development of necessary knowledge, skills, and dispositions used in providing assistance to persons with disabilities.

Candidates who wish to prepare themselves for a career in Special Education must formally apply to the Division of Education. Applications should be completed and submitted during the semester that a student is enrolled in Education 202: Portfolio Development. All admission requirements must be met before advanced level professional courses can be taken. Applicants for admission to the Special Education licensure program must meet the criteria detailed in this catalog and in the Division of Education Pre-Candidate Student Handbook and Field Experiences and Clinical Practice Handbook.

A Suggested Program for a B.S. Degree in SPED

Name: _____ Student ID: _____

Catalog: _____ Date this program was developed: _____

First Year / Fall Semester			First Year / Spring Semester		
Course ID	**Title**	**Cr. Hrs.**	**Course ID**	**Title**	**Cr. Hrs.**
FRSM 101	Freshman Seminar	2	FRSM 102	Freshman Seminar	2
ENGL 111	English Communication I	3	ENGL112	English Communication II	3
MATH 110	Concepts of Algebra	3	MATH 111	Concepts of Number	3
NATS ---	Any Natural Science	3	NATS ---	Any Natural Science	3
HLFW 129	Lifetime Fitness	1	HLFW (ELECT)	One Activity Elective	1
COSI 118	Intro. to Microcomputers	3	HIST 221	Intro to African American	3
Total of Semester Hours		**15**	***Total of Semester Hours***		**15**
Second Year / Fall Semester			**Second Year / Spring Semester**		
ENGL 205	Human Literary Heritage	3	HUMN 212	Human Heritage II	3
HUMN 211	Human Heritage I	3	HIST 202	U. S. History since 1865	3
SOCI 111	Intro to Power & Society	3	SPED 201	Char of C/Y w MD	3
EDUC 199	Speech & Grammar for EDUC	3	EDUC 202	Portfolio Development	3
EDUC 204	Foundation of Education	3	EDUC 203	Human Development & Psyc	3
Praxis I Completed					
Total of Semester Hours		**15**	***Total of Semester Hours***		**15**
Third Year / Fall Semester			**Third Year / Spring Semester**		
EDUC 220	Measurement & Evaluation	3	ECED 321	Literature for Children	3
SPED 202	Nature & Need of MR	3	SPED 301	Assess & Eval of Exc. Lrns	3
SPED 203	History & Legislation of SPED	3	SPED 302	Cur. Dev. & Impl. I	3
SPED 205	Sign Language	3	SPED 305	Family, School, Comm Partner	3
Take Content Knowledge					
Total of Semester Hours		**12**	***Total of Semester Hours***		**12**
Fourth Year / Fall Semester			**Fourth Year / Spring Semester**		
SPED 320	Teaching Exceptional Learners	3	EDUC 328	Media and Technology in EDUC	3
SPED 405	Diag & Remed. Read. Instruction	3	EDUC 346	Multicultural Teaching & Learning	3
SPED 404	Cur. Dev. & Imp. II	3	EDUC 400	Science of TEaching	3
EDUC 301	Managing Classroom Behaviors	3	EDUC 408	Methods & Materials: Int. Tchng	3
Take Reading in Elem. Schools			EDUC 482	Navigating TN Eval System	3
Total of Semester Hours		**12**	***Total of Semester Hours***		**15**
Fifth Year / Fall Semester					
EDUC 421	Student Teaching & Seminar	12			
Total of Semester Hours		**12**			
Note: 45 hours of 300 - 400 level courses are required.			**TOTAL HOURS: 123**		
It is highly recommended that students take Biology courses as general electives.			A minimum of 120 hours is required for graduation.		

A Suggested Program for a B.S. Degree in SPED Interventionists K-8

Name:_____ Student ID:_____

Catalog:_____ Date this program was developed:_____

	First Year Fall Sem.			First Year Spring Sem.	
Course ID	**Title**	**Cr.**	**Course ID**	**Title**	**Cr.**
FRSM 101	Freshman Seminar	2	FRSM 102	Freshman Seminar	2
ENGL 111	English Communication I	3	ENGL112	English Communication II	3
MATH 110	Concepts of Algebra	3	MATH 111	Concepts of Number	3
NATS ---	Any Natural Science	3	NATS ---	Any Natural Science	3
HLFW 129	Lifetime Fitness	1	HLFW (ELECT)	One Activity Elective	1
COSI 118	Intro. to Microcomputers	3	HIST 221	Intro to African American	3
Total of Semester Hours		***15***	***Total of Semester Hours***		***15***
	Second Year Fall Sem.			**Second Year Spring Sem.**	
ENGL 205	Human Literary Heritage	3	HUMN 212	Human Heritage II	3
HUMN 211	Human Heritage I	3	HIST 202	U. S. History since 1865	3
SOCI 111	Intro to Power & Society	3	SPED 201	Char of C/Y w MD	3
EDUC 199	Speech & Grammar for EDUC	3	EDUC 202	Portfolio Development	3
EDUC 204	Foundation of Education	3	EDUC 203	Human Development & Psyc	3
	Praxis I Completed				
Total of Semester Hours		***15***	***Total of Semester Hours***		***15***
	Third Year Fall Sem.			**Third Year Spring Sem.**	
EDUC 220	Measurement & Evaluation	3	ECED 321	Literature for Children	3
SPED 202	Nature & Need of MR	3	SPED 301	Assess & Eval of Exc. Lrns	3
SPED 203	History & Legislation of SPED	3	SPED 302	Cur. Dev. & Impl. I	3
SPED 205	Sign Language	3	SPED 305	Family, School, Comm Partnr.	3
	Take Content Knowledge				
Total of Semester Hours		***12***	***Total of Semester Hours***		***12***
	Fourth Year Fall Sem.			**Fourth Year Spring Sem.**	
SPED 320	Teaching Exceptional Learners	3	EDUC 328	Media and Technology in EDUC	3
SPED 405	Diag & Remed. Read. Instruction	3	EDUC 346	Multicultural Teaching & Learning	3
SPED 404	Cur. Dev. & Imp. II	3	EDUC 400	Science of TEaching	3
EDUC 301	Managing Classroom Behaviors	3	EDUC 408	Methods & Materials: Int. Tchng	3
			EDUC 482	Navigating TN Eval System	3
	Take Reading in Elem. Schools				
Total of Semester Hours		***12***	***Total of Semester Hours***		***15***
	Fifth Year Fall Sem				
EDUC 421	Student Teaching & Seminar	12			
Total of Semester Hours		***12***			
			TOTAL HOURS: 123		
Note: 45 hours of 300 - 400 level courses are required.			A minimum of 120 hours are required for graduation.		
It is highly recommended that students take Biology courses as general electives.					

A Suggested Program for a B.S. Degree in SPED Interventionists 6-12

Name:_____ Student ID:_____

Catalog:_____ Date this program was developed:_____

	First Year Fall Sem.			First Year Spring Sem.	
Course ID	**Title**	**Cr.**	**Course ID**	**Title**	**Cr.**
FRSM 101	Freshman Seminar	2	FRSM 102	Freshman Seminar	2
ENGL 111	English Communication I	3	ENGL112	English Communication II	3
MATH 110	Concepts of Algebra	3	MATH 111	Concepts of Number	3
NATS ---	Any Natural Science	3	NATS ---	Any Natural Science	3
HLFW 129	Lifetime Fitness	1	HLFW (ELECT)	One Activity Elective	1
COSI 118	Intro. to Microcomputers	3	HIST 221	Intro to African American	3
Total of Semester Hours		***15***	***Total of Semester Hours***		***15***
	Second Year Fall Sem.			**Second Year Spring Sem.**	
ENGL 205	Human Literary Heritage	3	HUMN 212	Human Heritage II	3
HUMN 211	Human Heritage I	3	HIST 202	U. S. History since 1865	3
SOCI 111	Intro to Power & Society	3	SPED 201	Char of C/Y w MD	3
EDUC 199	Speech & Grammar for EDUC	3	EDUC 202	Portfolio Development	3
EDUC 204	Foundation of Education	3	EDUC 203	Human Development & Psyc	3
	Praxis I Completed				
Total of Semester Hours		***15***	***Total of Semester Hours***		***15***
	Third Year Fall Sem.			**Third Year Spring Sem.**	
EDUC 220	Measurement & Evaluation	3	ECED 206	Lang. Dev. & Emerg. Lit.	3
SPED 202	Nature & Need of MR	3	SPED 301	Assess & Eval of Exc. Lrns	3
SPED 203	History & Legislation of SPED	3	SPED 320	Teaching Exceptional Learners	3
SPED 205	Sign Language	3	SPED 305	Family, School, Comm Partnr.	3
EDUC 333	Dev. App. to Teaching Reading	3			
	Take Content Knowledge				
Total of Semester Hours		***15***	***Total of Semester Hours***		***12***
	Fourth Year Fall Sem.			**Fourth Year Spring Sem.**	
SPED 405	Diag & Remed. Read. Instruction	3	EDUC 346	Multicultural Teaching & Learning	3
SPED 404	Cur. Dev. & Imp. II	3	EDUC 400	Science of TEaching	3
EDUC 301	Managing Classroom Behaviors	3	EDUC 407	Behavior Management	3
EDUC 328	Media and Technology in EDUC	3	EDUC 408	Methods & Materials: Int. Tchng	3
			EDUC 482	Navigating TN Eval System	3
	Take Reading in Elem. Schools				
Total of Semester Hours		***12***	***Total of Semester Hours***		***15***
	Fifth Year Fall Sem				
EDUC 421	Student Teaching & Seminar	12			
Total of Semester Hours		***12***			
			TOTAL HOURS: 126		
Note: 45 hours of 300 - 400 level courses are required.			A minimum of 120 hours are required for graduation.		
It is highly recommended that students take Biology courses as general electives.					

FRESHMAN SEMINAR

Program
The Freshman Seminar program is designed to provide entering students with an introduction to academic life at LeMoyne-Owen. All first-time students and any transfer student with fewer than twenty-eight (28) semester hours of Core II transferable credit are required to enroll in both sessions of the program.

HEALTH AND FITNESS/WELLNESS

The Health Fitness/Wellness (HLFW) area does not offer a major program. However, it serves as a support area for other College programs and provides opportunities for all students to grow and to develop physical strength and skills. The goal of all HLFW courses is to provide students with the knowledge and skills needed to develop a healthy lifestyle.

Requirements
All students are required to take two hours of HLFW activity courses as part of Core II graduation requirements. One of these courses must be HLFW129-Lifetime Fitness. *

* LOC athletes, ROTC students, and active Reservists are exempt from HLFW 129 (Lifetime Fitness) and the required HLFW activity course. Students seeking the waiver must present verification of LOC athletic, ROTC, or Military participation. Military ID must be presented, ROTC must be verified through transcript or other College/University means, and athletic participation must be verified by personnel in the Athletic Department.

The activity courses are:
HLFW100 Beginning Swimming
HLFW113 Intermediate Swimming
HLFW119 Badminton and Volleyball
HLFW120 Advanced Swimming/Lifesaving
HLFW121 Tennis
HLFW129 Lifetime Fitness (Core II requirement)
HLFW232 Elementary Nutrition

Courses offered in support of other College programs are:
HLFW130 Personal Health
HLFW230 Physical Education in the Elementary School
HLFW320 Health for Elementary School Educators
HLFW350 First Aid and Safety

MOVING FORWARD TO GRADUATE SCHOOL

MFWD courses better prepare students at LeMoyne-Owen for graduate school and increase the competitiveness of the students' applications. MFWD is a sequence of courses that break the process of preparation for graduate school into steps. MFWD 301, MFWD 302, MFWD 401 and MFWD 402 are open to students in any major.

DIVISION OF FINE ARTS AND HUMANITIES

ART

Degree
The Art major leads to the Bachelor of Arts degree.

Requirements for the Art Major
Through a paradigm of required courses, the art major embraces an array of design principles along with studio involvement and an intensive study of artistic periods, resulting in a comprehensive survey of the visual arts from prehistory to the present.

In addition to 42 credit hours of selected courses in general education, the art major requires 51 credit hours: 36 credit hours of specified art courses, 6 credit hours of elective art courses, and 9 credit hours of cognate course work.

Additional courses are available at the Memphis College of Art through the Greater Memphis Consortium.

Required Art Courses
ARTS 100 Basic Design
ARTS 220 3-Dimensional Design
ARTS 212 Basic Drawing I
ARTS 213 Basic Drawing II
ARTS 300 Art Survey
ARTS 305 Photography
ARTS 310 Art History I
ARTS 311 Art History II
ARTS 312 Beginning Painting
ARTS 315 Beginning Sculpture
ARTS 332 History of Modern Art
ARTS 460 Senior Capstone

Elective Art Courses: 6 additional hours of 300-400 level courses are required.

Required Cognate Courses:
HUMN 400 Research Methodology for Capstone

6 semester hours of either French or Spanish:
SPAN 101 Elementary Spanish I (3)
SPAN 102 Elementary Spanish II (3)
or
FREN 101 Elementary French I (3)
FREN 102 Elementary French II (3)

Graphic Arts Concentration
Students who wish to follow a Graphic Arts Concentration will follow the same curriculum as designed for art majors. In addition, they will take

ARTS 318 Typography (3)
ARTS 321 Print Production I (3)
ARTS 322 Pixel Imaging I (3)
ARTS 406 Basic Computer Illustration (3)
ARTS 407 Advanced Computer Illustration (3)
ARTS 411 Video Editing I (3)

Art Minor
To minor in Art, a student must take 12 credit hours of specified art courses. The specified courses are: ARTS 100, 212, 213, and 300.

Graphic Arts Minor
To minor in graphic arts, a student must take 21 credit hours and an additional 9-hour art electives. The specified courses are: ARTS 100, 318, 321, 322, 407, 410, and 411.

Licensure / Certification to Teach Visual Arts in Grades K-12
Students who wish to seek licensure/certification to teach visual arts at the Secondary Education level (grades 7-12) will follow the same curriculum as designed for art majors. In addition, they will take professional core, supplemental core, and appropriate elective courses in education and follow the policies established by the Division of Education Educator preparation program.

A Suggested Program for a B.A. Degree in Art

Name: _____ Student ID: _____

Catalog: _____ Date this program was developed: _____

First Year / Fall Semester			First Year / Spring Semester		
Course ID	**Title**	**Cr. Hrs.**	**Course ID**	**Title**	**Cr. Hrs.**
COSI118	Introduction to Microcomputer	3	FRSM 102	Freshman Seminar II	2
ENGL 111	English Communication I	3	ENGL112	English Communication II	3
HLFW129	Lifetime Fitness	1	HLFW___	Activity	1
FRSM101	Freshman Seminar I	2	ARTS220	3-Dimensional Design	3
MATH110	Concepts of Algebra	3	GEN ELECTIVE	General Elective	3
ARTS100	Basic Design	3	MATH111	Survey of Mathematics	3
Total of Semester Hours		**15**	***Total of Semester Hours***		**15**
Second Year / Fall Semester			**Second Year / Spring Semester**		
HUMN211	The Awakening World	3	HUMN212	Global Village	3
ENGL 205	Human Literary Heritage	3	ARTS310	Art History I	3
ARTS300	Art Survey	3	NATS112	Physical Science	3
ARTS312	Beginning Painting	3	ARTS313	Intermediate Painting	3
ARTS212	Basic Drawing I	3	ARTS213	Basic Drawing II	3
Total of Semester Hours		**15**	***Total of Semester Hours***		**15**
Third Year / Fall Semester			**Third Year / Spring Semester**		
SOSI111	Power and Society	3	NATS110	Biological Science	4
ARTS315	Beginning Sculpture	3	ARTS332	History of Modern Art	3
HIST221	African American History	3	ARTS316	Intermediate Sculpture	3
ARTS311	Art History II	3	HUMN400	Research Methods for Capstone	3
SPAN101	Elementary Spanish I	3	SPAN102	Elementary Spanish II	3
Total of Semester Hours		**15**	***Total of Semester Hours***		**15**
Fourth Year / Fall Semester			**Fourth Year / Spring Semester**		
ARTS460	Senior Capstone	3	ARTS____	Art Elective	3
ARTS____	Art Elective	3	Gen Elec	General Elective	3
Gen Elec	General Elective	3	Gen Elec	General Elective	3
Gen Elec	General Elective	3	Gen Elec	General Elective	3
Gen Elec	General Elective	3			
ARTS460	Senior Capstone	3			
Total of Semester Hours		**15**	***Total of Semester Hours***		**12**
Note: 45 hours of 300 - 400 level courses are required.			**TOTAL HOURS: 120**		
			A minimum of 120 hours is required for graduation.		

ENGLISH

Degree
The major in English leads to the Bachelor of Arts degree.

Admission to the major
Students planning to major in English should formally apply to the Division of Fine Arts and Humanities office. The application should be accompanied by two letters of recommendation (one from an English faculty member) and a writing sample.

Requirements for the English major:
In addition to 42 credit hours of selected courses in general education, the English major requires 36 semester hours of English courses at the junior-senior level (300-400 numbered courses), 12 semester hours in one foreign language, and 3 semester hours in Research Methodology for Capstone. Six (6) hours are strongly recommended in either European or American history.

Required English courses (all have ENGL 205 as prerequisite) *:
ENGL 300 English Research Seminar
ENGL 305 Shakespeare
ENGL 307 American Literature, 1620-1860
ENGL 308 American Literature from 1860 to 1930
ENGL 309 African American Literature I
ENGL 310 African American Literature II
ENGL 323 Introduction to the English Language I
ENGL 324 Introduction to the English Language II
ENGL 331 English Literature, Beginnings to 1450
ENGL 332 English Literature, 1450 to 1785
ENGL 333 English Literature, 1785-1901 (3)
ENGL 460 Senior Capstone
*Note that the English literature courses 300, 305, 331, 332, 333, 334; American and African American Literature courses 307, 308, 309 and 310; English language courses 323 and 324 are offered only in alternate years.

Elective courses: Six additional semester hours of 300-400 level courses are required.

Required cognate courses:
HUMN 400 Research Methods: Capstone
12 semester hours of either French or Spanish:
SPAN 101 Elementary Spanish I (3)
SPAN 102 Elementary Spanish II (3)
SPAN 201 Intermediate Spanish I (3)
SPAN 202 Intermediate Spanish II (3)
or
FREN 101 Elementary French I (3)
FREN 102 Elementary French II (3)
FREN 201 Intermediate French I (3)
FREN 202 Intermediate French II (3)

Recommended cognate courses: one of these sequences of history courses (six semester hours) of either:

HIST201 Early Modern United States History to 1895 and
HIST 202 Modern United States History from 1 1895 to Present
or
HIST 311 Renaissance to Revolution: Europe 1500-1800 and
HIST 312 Modern Europe 1789-Present

Licensure/certification to teach English at the Secondary Education level (grades 7-12)
Students who wish to seek licensure/certification to teach English at the Secondary Education level (grades 7-12) will follow the same curriculum as designed for English majors. In addition, they will also take professional core, supplemental core, and appropriate elective courses in education and follow the policies established by the Division of Education Educator preparation program.

Students seeking licensure for teaching English at the Elementary (K-6) or Middle Grades (4-8) Education level may take the major as described in the Division of Education.

English Minor
A minor in English requires 18 hours of English courses consisting of ENGL 305, ENGL 307 or 308, ENGL 309 or 310, ENGL 323, ENGL 324, and one of these courses: ENGL 303, 318, or 320.
All English courses in this paradigm are taught by members of the English faculty.

A Suggested Program for a B.A. Degree in English

Name: _____ Student ID: _____

Catalog: _____ Date this program was developed: _____

First Year / Fall Semester			First Year / Spring Semester		
Course ID	**Title**	**Cr. Hrs.**	**Course ID**	**Title**	**Cr. Hrs.**
ENGL111	English Communications I	3	ENGL112	English Communications II	3
COSI118	Introduction to Microcomputer	3	FRSM102	Freshman Seminar II	2
HLFW129	Lifetime Fitness	1	HLFW___	Activity	1
FRSM101	Freshman Seminar I	2	MATH111	Survey of Mathematics	3
MATH110	Concepts of Algebra	3	SOSI111	Power and Society	3
			NATS110	Biological Science	3
Total of Semester Hours		**12**	***Total of Semester Hours***		**15**
Second Year / Fall Semester			**Second Year / Spring Semester**		
ENGL205	Human Literary Heritage	3	HUMN212	Global Village	3
HUMN211	The Awakening World	3	SPAN102	Elementary Spanish II	3
SPAN101	Elementary Spanish I	3	ENGL300	Research Seminar	3
HIST221	African American History	3	ENGL305	Shakespeare	3
NATS112	Physical Science	3	Gen Elec	General Elective	3
Total of Semester Hours		**15**	***Total of Semester Hours***		**15**
Third Year / Fall Semester			**Third Year / Spring Semester**		
ENGL309	African American Literature I	3	HUMN400	Research Methods for Capstone	3
ENGL323	Introduction to the English Language I	3	ENGL310	African American Literature II	3
ENGL331	English Literature, Beginnings to 1450	3	ENGL324	Introduction to the English Language II	3
ENGL307	American Literature, 1620-1830	3	ENGL332	English Literature, 1450-1785	3
SPAN201	Intermediate Spanish I	3	ENGL308	American Literature, 1860-1930	3
Total of Semester Hours		**15**	***Total of Semester Hours***		**18**
Fourth Year / Fall Semester			**Fourth Year / Spring Semester**		
ENGL460	Senior Capstone	3	ENGL____	English Elective	3
ENGL333	English Literature, 1785-1901	3	Gen Elec	General Elective	3
ENGL____	English Elective	3	Gen Elec	General Elective	3
Gen Elec	General Elective	3	Gen Elec	General Elective	3
Gen Elec	General Elective	3	Gen Elec	General Elective	3
ENGL460	Senior Capstone	3			
Total of Semester Hours		**15**	***Total of Semester Hours***		**15**
Note: 45 hours of 300 - 400 level courses are required.			**TOTAL HOURS: 120**		
			A minimum of 120 hours is required for graduation.		

JOURNALISM AND MASS COMMUNICATION

Degree
The major in Journalism and Mass Communication leads to the Bachelor of Arts degree.

Requirements for admission to the major:
First semester sophomores should formally apply to the Fine Arts and Humanities Division's office. A writing sample and a letter of recommendation from an English instructor should accompany the application.

Requirements for the Major:
In addition to 42 credit hours of selected courses in general education, the major requires 12 hours of cognate courses, 24 hours of required journalism and mass communication courses, 12 hours in journalism courses, 3-12 hours in cooperative education and internship, and 9 hours of major electives. Students must maintain a minimum grade of "C" in all required courses.

Required Journalism and Mass Communication Core Courses (24 hours)
JMCO 100 Introduction to Mass Communication (formerly MACO 100)
JMCO 234 Writing for Media (formerly MACO 237 News Writing)
JMCO 237 Copy Editing (formerly MACO 234)
JMCO 301 Photojournalism (formerly MACO 130)
JMCO 302 Communication Law (formerly MACO 330)
JMCO 335 Minorities in the Media (formerly MACO 235)
JMCO 437 History of Journalism (formerly MACO 230 Introduction to Journalism)
JMCO 460 Journalism and Mass Communication Capstone (formerly MACO 460)

Required Courses for Concentration in Journalism (12 hours)
JMCO 236 Publication Layout and Design (formerly JOUR 236 Introduction to Production)
JMCO 300 Reporting (formerly JOUR 300)
JMCO 340 Feature Writing (formerly JOUR 340)
JMCO 430 Advanced Reporting (formerly JOUR 430 Advanced Communication)

Required Courses in Cooperative Education or Internship (3-12 hours)
JMCO 399 Co-Op Experience (formerly MACO 399)
JMCO 453 Internship (formerly MACO 453)

Required Cognate Courses (12 hours)
POLS 201 American Government
CRJS 321 Constitutional Law (same as POLS 321 Constitutional Law) (3)
SPAN 101 Elementary Spanish
SPAN 102 Intermediate Spanish
or
FREN 101 Elementary French
FREN 102 Intermediate French

Elective Journalism and Mass Communication Courses (3-9 hours)
JMCO 451 Special Studies in Mass Communication (formerly MACO 451)
JMCO 454 Media Ethics

JMCO 499 Co-Op Experience (formerly MACO 499)

A minor in Journalism and Mass Communication requires completion of the following courses: JMCO 100-Introduction to Mass Communication, JMCO 234-Writing for Media, JMCO 236-Publication Layout and Design, JMCO 237-Copy Editing, JMCO 300-Reporting and JMCO 302-Communication Law. JMCO 399-Co-Op Experience is recommended.

THE COMMERCIAL APPEAL

TODAY'S DEAL

Laser Aesthetic

Field of streams

LEVEE BREACH SUBMERGES DOWNTOWN AIRPORT; SOME STREETS IN PERIL

A Suggested Program for a B.A. Degree in Journalism and Mass Communication

Name: _____ Student ID: _____

Catalog: _____ Date this program was developed: _____

First Year / Fall Semester			First Year / Spring Semester		
Course ID	**Title**	**Cr. Hrs.**	**Course ID**	**Title**	**Cr. Hrs.**
ENGL111	English Communications I	3	ENGL112	English Communications II	3
COSI118	Introduction to Microcomputer	3	FRSM102	Freshman Seminar II	2
HLFW129	Lifetime Fitness	1	HLFW___	Activity	1
FRSM101	Freshman Seminar I	2	MATH111	Survey of Mathematics	3
MATH110	Concepts of Algebra	3	JMCO236	Publication Layout and Design	3
JMCO100	Introduction Mass Communications	3	POLS201	American Government	3
Total of Semester Hours		**15**	***Total of Semester Hours***		**15**
Second Year / Fall Semester			**Second Year / Spring Semester**		
ENGL205	Human Literary Heritage	3	HUMN212	Global Village	3
HUMN211	The Awakening World	3	NATS112	Physical Science	3
JMCO300	Reporting	3	JMCO301	Photojournalism	3
JMCO302	Communication Law	3	JMCO234	Writing for Media	3
JMCO399	Co-Op Experience	3	JMCO237	Copy Editing	3
			JMCO335	Minorities in the Media	3
Total of Semester Hours		**15**	***Total of Semester Hours***		**18**
Third Year / Fall Semester			**Third Year / Spring Semester**		
SOSI111	Power and Society	3	NATS110	Biological Science	3
HIST221	African American History	3	SPAN102	Elementary Spanish II	3
SPAN101	Elementary Spanish I	3	JMCO437	History of Journalism	3
JMCO430	Advanced Reporting	3	JMCO340	Feature Writing	3
CRJS321	Constitutional Law	3	Gen Elec	General Elective	3
Total of Semester Hours		**15**	***Total of Semester Hours***		**15**
Fourth Year / Fall Semester			**Fourth Year / Spring Semester**		
JMCO460	Senior Capstone	3	JMCO454	Internship	3
Gen Elec	General Elective	3	Gen Elec	General Elective	3
Gen Elec	General Elective	3	Gen Elec	General Elective	3
Gen Elec	General Elective	3	Gen Elec	General Elective	3
Gen Elec	General Elective	3			
Total of Semester Hours		**15**	***Total of Semester Hours***		**12**
Note: 45 hours of 300 - 400 level courses are required.			**TOTAL HOURS: 120**		
			A minimum of 120 hours is required for graduation.		

MUSIC

Degree
The music major leads to the Bachelor of Arts degree.

Graduation with a major in music at LeMoyne-Owen College includes successful completion with a grade of C or better of the 39 hours of music core, 8 hours of approved music electives, 16 hours of applied/ensemble courses, and 9 hours of cognates.

Admission to the major
Students planning to major in Music should formally apply to the Division of Fine Arts and Humanities office. The application process includes an audition by member(s) of the Music faculty.

Weekly music seminars and monthly student recitals are presented to develop performance technique and to build student's confidence; attendance and periodic appearance on scheduled seminars is mandatory.

All students are required to pass a piano proficiency examination during their sophomore year.

All students are required to perform a recital during their senior year.

Requirements for the music major include:
42 credit hours of selected courses in general education
39 hours of core music courses
16 hours of applied/ensemble music courses
8 hours of approved music electives
9 hours of cognate courses
6 hours of general electives

Core music requirements (39 Hours):
MUAP 322 Essential Keyboard Skills* (1)
MUAP 323 Advanced Keyboard Skills* (1)
MUHI 101 Introduction to Music Literature (3)
MUSC 339 Basic Conducting (2)
MUTH 240 Sight Singing and Ear Training I (3) (formerly MUTH 130)
MUTH 241 Sight Singing and Ear Training II (3) (formerly MUTH 131)
MUTH 213 Music Theory I (3)
MUTH 214 Music Theory II (3)
MUTH 313 Music Theory III (3)
MUTH 314 Music Theory IV (3)
MUHI 308 Survey of African American Music (3)
MUHI 322 Music History I (3)
MUHI 323 Music History II (3)
MUSC 460 Music Capstone (3)
*NOTE: MUAP 322 and 323 are taken in sequence with MUTH 213, MUTH 214, MUTH 313, MUTH 314. The courses are repeated for up to 2 hours.

Approved Music electives (8 Hours)
Music electives must be 300 or 400 level courses.

Applied music requirements (16 Hours)

Private Lessons (8 Hours)
This sequence of courses involves private study of a major instrument and/or of voice ***(open to Music Majors or Minors only; exceptional cases may be considered by the music area coordinator).*** The student will receive one lesson weekly with a minimum of 10 hours of practice required each week. Permission of Instructor required for entry into all private lessons. Students will be advised according to their instruments in either of the following private lessons:

Instrument	Y1/S1	Y1/S2	Y2/S1	Y2/S2	Y3/S1	Y3/S2	Y4/S1	Y4/S2
Voice	MUAP 111	MUAP 121	MUAP 231	MUAP 241	MUAP 351	MUAP 361	MUAP 471	MUAP 481
Piano/ Organ	MUAP 112	MUAP 122	MUAP 232	MUAP 242	MUAP 352	MUAP 362	MUAP 472	MUAP 482
Percussion	MUAP 113	MUAP 123	MUAP 233	MUAP 243	MUAP 353	MUAP 363	MUAP 473	MUAP 483
Guitar	MUAP 114	MUAP 124	MUAP 234	MUAP 244	MUAP 354	MUAP 364	MUAP 474	MUAP 484
Bass	MUAP 115	MUAP 125	MUAP 235	MUAP 245	MUAP 355	MUAP 365	MUAP 475	MUAP 485
Brass	MUAP 116	MUAP 126	MUAP 236	MUAP 246	MUAP 356	MUAP 366	MUAP 476	MUAP 486
Woodwind	MUAP 117	MUAP 127	MUAP 237	MUAP 247	MUAP 357	MUAP 367	MUAP 477	MUAP 487
Strings	MUAP 118	MUAP 128	MUAP 238	MUAP 248	MUAP 358	MUAP 368	MUAP 478	MUAP 488

Y=Year S=Semester

Ensembles (8 Hours)

Students will be advised according to their instruments in either of the following ensembles:

MUEN 340 Whitaker Singers
MUEN 341 Concert Choir
MUEN 342 Instrumental Ensemble
MUEN 343 Jazz Ensemble
MUEN 344 Concert Band
MUEN 345 Contemporary Music
MUEN 346 Keyboard Ensemble
MUEN 347 Guitar Ensemble
MUEN 348 Percussion Ensemble
MUEN 349 Marching Band
MUEN 350 Advanced Percussion Ensemble

Cognate course requirements (9 Hours)
FREN 101 Elementary French I (3)
and
FREN 102 Elementary French II (3)
OR
SPAN 101 Elementary Spanish I (3)
and
SPAN 102 Elementary Spanish II (3)
AND
HUMN 400 Research Methodology for Capstone (3)

A student may also minor in music in the following manner:

Music Minor (20 hours)
MUHI 101 Introduction to Music Literature (3)
MUTH 213 Music Theory I (3) MUTH 214 Music Theory II (3)
MUAP 322 Essential Keyboard Skills (1)

4 hours of applied music lessons (4)
2 hours of performance ensembles (2)
2 hours of keyboard skills (2)
3 hours of approved music electives (3)

A Suggested Program for a B.A. Degree in Music

Name: _____ Student ID: _____

Catalog: _____ Date this program was developed: _____

First Year / Fall Semester			First Year / Spring Semester		
Course ID	**Title**	**Cr. Hrs.**	**Course ID**	**Title**	**Cr. Hrs.**
FRSM 101	Freshman Seminar	2	FRSM 102	Freshman Seminar	2
ENGL 111	English Communication I	3	ENGL112	English Communication II	3
MUHI 101	Intro to Music Literature	3	MUTH 214	Music Theory II	3
MUTH 213	Music Theory I	3	MUAP 322	Essential Keyboard Skills	1
MUAP 322	Essential Keyboard Skills	1	MATH 111	Survey of College Math	3
MUAP	Private Lesson	1	MUAP	Private Lesson	1
MUEN	Ensemble	1	MUEN	Ensemble	1
HLFW 129	Lifetime Fitness	1	MUSC_____	Music Elective	2
Total of Semester Hours		**15**	***Total of Semester Hours***		**16**
Second Year / Fall Semester			**Second Year / Spring Semester**		
MUTH 240	Sight Singing and Ear Training I	3	MUTH 241	Sight Singing and Ear Training II	3
ENGL 205	Human Literary Heritage	3	MUTH 314	Music Theory IV	3
MUTH 313	Music Theory III	3	MUAP 323	Advanced Keyboard Skills	1
MUAP 323	Advanced Keyboard Skills	1	MUEN	Ensemble	1
HUMN 211	The Awakening World	3	MUHI 323	Music History II	3
MUHI 322	Music History I	3	HUMN 212	The Global Village	3
MUEN	Ensemble	1	MUAP	Private Lesson	1
MUAP	Private Lesson	1			
Total of Semester Hours		**18**	***Total of Semester Hours***		**15**
Third Year / Fall Semester			**Third Year / Spring Semester**		
SOSI 111	Power and Society	3	NATS 110	Biological Science	3
HIST 221	African American History	3	HUMN 400	Research Methods for Capstone	3
SPAN 101	Elementary Spanish I	3	SPAN 102	Elementary Spanish II	3
MUHI 308	Survey of African American Music	3	MUAP	Private Lesson	1
COSI 118	Intro to Microcomputer	3	MATH 110	Concepts of Algebra	3
MUAP	Private Lesson	1	MUEN	Ensemble	1
MUEN	Ensemble	1			
Total of Semester Hours		**17**	***Total of Semester Hours***		**14**
Fourth Year / Fall Semester			**Fourth Year / Spring Semester**		
MUSC 460	Senior Capstone	3	MUAP	Private Lesson	1
MUAP	Private Lesson	1	MUEN	Ensemble	1
MUEN	Ensemble	1	MUSC____	Music Elective	3
MUSC ____	Music Elective	3	General Elective	General Elective	3
General Elective	General Elective	3	NATS 112	Physical Science	3
MUSC 339	Basic Conduct	2	HLFW	Lifetime Fitness	1
Total of Semester Hours		**13**	***Total of Semester Hours***		**12**
Note: 45 hours of 300 - 400 level courses are required.			**TOTAL HOURS: 120**		

DIVISION OF NATURAL AND MATHEMATICAL SCIENCES

BIOLOGY

Degree
The Biology major leads to the Bachelor of Science degree.

Requirements for the Biology Major
In addition to 42 credit hours of selected courses in general education, the biology major is required to take a total of 35 semester hours of biology courses (23 semester hours in specified courses and 12 semester hours of biology courses as electives). In addition, 35 semester hours of cognate courses are required.

Required biology major courses are:
BIOL101 General Biology I
BIOL101L General Biology I Lab.
BIOL102 General Biology II
BIOL102L General Biology II Lab.
BIOL303 Genetics
BIOL303L Genetics Lab.
BIOL304 Microbiology
BIOL304L Microbiology Lab.
BIOL306 Cell Biology
BIOL306L Cell Biology Lab.
BIOL460 Biology Capstone
NOTE: Science students who have or will take BIOL 101 or BIOL 102 are not required to take Natural Science Core courses.

Elective Biology courses: Twelve additional semester hours of 300-400 level Biology courses are required.
BIOL 301 Vertebrate Embryology (3)
BIOL 301L Vertebrate Embryology Lab (1)
BIOL 302 Genetics (3)
BIOL 302L Genetics Lab (3)
BIOL 308 Anatomy and Physiology I (3)
BIOL 308L Anatomy and Physiology I Lab (1)
BIOL 309 Anatomy and Physiology II (3)
BIOL 309L Anatomy and Physiology II Lab (1)
BIOL 323 Immunology (3)
BIOL 398 Biology Practicum I (1)
BIOL 398 Biology Practicum II (1)
BIOL 402 Histology (3)
BIOL 404 Special Studies in Biology (3 or 4)
BIOL 405 Molecular Biology (3)
BIOL 405L Molecular Biology Lab (1)
BIOL 410 Environmental Science (3)
BIOL 450 and BIOL 451 - Methods of Biological Research (2 hours each) or

MFWD 201 and MFWD 202 - STEM Research I and STEM Research II (2 hours each)

Required cognate courses are:

CHEM101	General Chemistry I
CHEM101L	General Chemistry I Lab
CHEM102	General Chemistry II
CHEM102L	General Chemistry II Lab.
CHEM303	Organic Chemistry I
CHEM303L	Organic Chemistry I Lab.
CHEM304	Organic Chemistry II
CHEM304L	Organic Chemistry II Lab.
CHEM410	Biochemistry
CHEM410L	Biochemistry Lab.
MATH201	Analytical Geometry and Calculus I
MATH310	Statistical Methods
or	
BIOL 330	Biostatistics
PHYS201	General Physics I
PHYS201L	General Physics I Lab.
PHYS202	General Physics II
PHYS202L	General Physics II Lab.

NOTE: Science Students who have or will take CHEM 101 or PHYS 201 are not required to take the natural science core course.

NOTE: All science majors must take Mathematics 130, and MATH 145, in meeting their Core II requirement.

Licensure/Certification to teach Biology at the Secondary Education level (grades 7-12).
Students who wish to seek licensure/certification to teach biology at the Secondary Education level (grades 7-12) will also take professional core, supplemental core, and appropriate elective courses in education and follow the policies established by the Division of Education Educator preparation program.

Biology minor
A minor in biology requires BIOL 101 and BIOL 101L, BIOL102 and BIOL 102L., and 12 hours of elective courses in biology with labs.

A Suggested Program for a B.S. Degree in Biology

Name: _____ Student ID: _____

Catalog: _____ Date this program was developed: _____

	First Year Fall Sem.			First Year Spring Sem.	
Course ID	**Title**	**Cr.**	**Course ID**	**Title**	**Cr.**
FRSM 101	Freshman Seminar	2	FRSM 102	Freshman Seminar	2
ENGL 111	English Communication I	3	ENGL112	English Communication II	3
MATH 130	College Algebra	3	MATH 145	Pre-Calculus Math	3
SOSI 111	Intro to Power & Society	3	HIST 221	Intro to African American	3
HLFW 129	Lifetime Fitness	1	HLFW	One Activity Elective	1
COSI 118	Intro. to Microcomputers	3	ELECTIVE	General Elective	3
Total of Semester Hours		**15**	***Total of Semester Hours***		**15**
	Second Year Fall Sem.			**Second Year Spring Sem.**	
MATH 201	Analytical Geometry & Cal I	4	ENGL 205	Human Literary Heritage	3
*CHEM 101+ Lab	General Chemistry I+ Lab	3 +1	**CHEM 102 +Lab	General Chemistry II +Lab	3 +1
*BIOL 101 + Lab	General Biology I +Lab	3 +1	**BIOL 102 +Lab	General Biology II +Lab	3 +1
*HUMN 211	Human Heritage I	3	**HUMN 212	Human Heritage II	3
			ELECTIVE	General Elective	3
Total of Semester Hours		**15**	***Total of Semester Hours***		**17**
	Third Year Fall Sem.			**Third Year Spring Sem.**	
*CHEM 303 +Lab	Organic Chemistry I +Lab	3 + 1	**CHEM 304 + Lab	Organic Chemistry II + Lab	3 + 1
*PHYS 201 +Lab	General Physics I +Lab	3 +1	**PHYS 202 +Lab	General Physics II +Lab	3 + 1
BIOL +Lab	Upper Level Biol Elective +Lab	3 + 1	BIOL + Lab	Upper Level Biol Elective +Lab	3 +1
*MATH 310 or *BIOL 330	Statistical Methods or Biostatistics	3	**BIOL 304 +Lab	Microbiology +Lab	3 + 1
Total of Semester Hours		**15**	***Total of Semester Hours***		**16**
	Fourth Year Fall Sem.			**Fourth Year Spring Sem.**	
			BIOL +Lab	Elective + Lab	3 +1
*CHEM 410 + Lab	Biochemistry + Lab	3 +1	**BIOL 303 +Lab	Genetics + Lab.	3 +1
*BIOL 306 +Lab	Cell Biology +Lab	3 +1	Upper Level Elective	Upper Level Elective	3
ELECTIVE	General Elective	3	ELECTIVE	General Elective	2(or 3)
*BIOL 460	Biology Capstone	3			
Total of Semester Hours		**14**	***Total of Semester Hours***		**13 (14)**
			TOTAL HOURS:120-121		
Note: 45 hours of 300 - 400 level courses are required.			A minimum of 120 hours are required for graduation.		
It is highly recommended that students take Biology courses as general electives.					

*Denotes courses that are only offered in the Fall semester.
*Denotes courses that are only offered in the Spring semester.

CHEMISTRY

Degree
The chemistry major leads to a Bachelor of Science or Bachelor of Arts degree.

Requirements for the Chemistry Major (B.S. Degree)
In addition to 42 credit hours of selected courses in general education, the chemistry major requires: 43 semester hours of chemistry courses, 39 hours of specified courses and 4 semester hours of chemistry courses as electives. In addition, 22 semester hours of cognate courses are required.

Required Chemistry courses:

CHEM 101	General Chemistry I
CHEM 101L	General Chemistry I Lab
CHEM 102	General Chemistry II
CHEM 102L	General Chemistry II Lab
CHEM 303	Organic Chemistry I
CHEM 303L	Organic Chemistry I Lab
CHEM 304	Organic Chemistry II
CHEM 304L	Organic Chemistry II Lab
CHEM 305	Analytical Chemistry I
CHEM 305L	Analytical Chemistry I Lab
CHEM 306	Analytical Chemistry II
CHEM 306L	Analytical Chemistry II Lab
CHEM 401	Physical Chemistry I
CHEM 401L	Physical Chemistry I Lab
CHEM 402	Physical Chemistry II
CHEM 402L	Physical Chemistry II Lab
CHEM 410	Biochemistry
CHEM 410L	Biochemistry Lab
CHEM 460	Chemistry Capstone

NOTE: Science Students who have or will take CHEM101 or PHYS201 are not required to take NATS 112.

Required cognate courses:

COSI 223	Introduction to Programing (3)
MATH 201	Analytical Geometry and Calculus I
MATH 202	Analytical Geometry and Calculus II
MATH 300	Analytical Geometry and Calculus III or
MATH 301	Differential Equations
PHYS 201	General Physics I
PHYS 201L	General Physics I Lab
PHYS 202	General Physics II
PHYS 202L	General Physics II Lab

Elective Chemistry courses: four additional semester hours as electives from chemistry 300-400 level courses also are required.

Chemistry Electives:
CHEM 403 Advanced Topics in Chemistry (3)

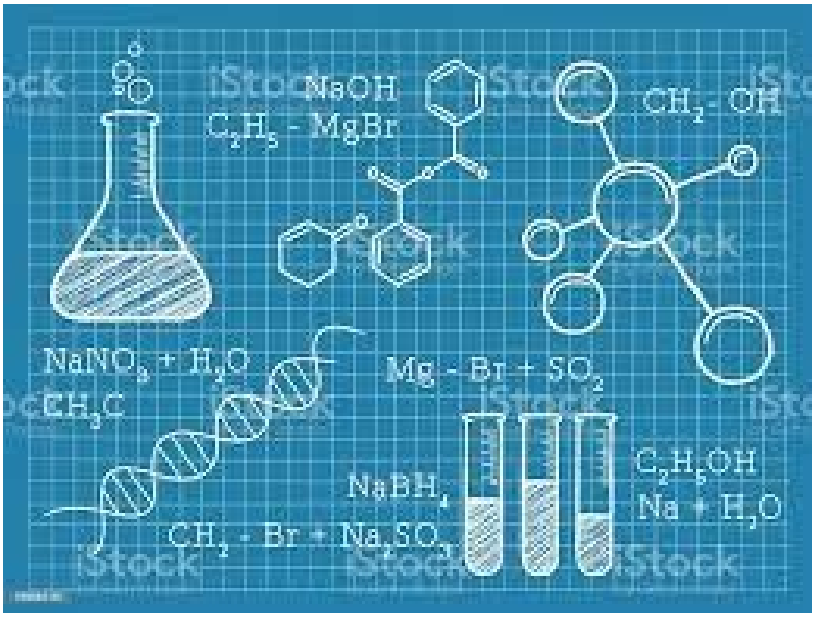
CHEM 403L Advanced Topics in Chemistry Lab (1)
CHEM 404 Advanced Topics in Chemistry II (3)
CHEM 404L Advanced Topics in Chemistry II Lab (1)
CHEM 407 Instrumental Analysis
CHEM 450 and CHEM 451 - Methods of Chemical Research (2 + 2 credit hours)
or
MFWD 201 and MFWD 202 - STEM Research I and II (2 + 2 credit hours)

Requirements for the Chemistry major (B.A. Degree):
The requirements for the B.A. degree in chemistry are the same as the B.S. degree with the following exceptions:
Instead of Physical Chemistry I and II with lab, two Advanced Topics Courses in Chemistry will be required (CHEM 403 and CHEM 404).
Instead of MATH 202, a statistics course will be required which can be met by either MATH 310, BIOL 330, or SOCI 362.

Licensure/Certification to teach Chemistry at the Secondary Education level (grades 7-12).
Students who wish to seek licensure/certification to teach chemistry at Secondary Education level (grades 7-12) will follow the same curriculum as designed for chemistry majors. In addition, they will also take professional core, supplemental core, and appropriate elective courses in education and follow the policies established by the Division of Education Educator preparation program.

Note: All science majors must take Mathematics 130 and 145 in meeting their Core II requirement.

Chemistry minor:
A minor in chemistry requires 20 semester hours: CHEM 101 and CHEM 101L, CHEM102 and CHEM 102L, CHEM 303 and CHEM 303L, CHEM 304 and CHEM 304L, CHEM 305 and CHEM 305L or CHEM 306 and CHEM 306L.



A Suggested Program for a B.S. Degree in Chemistry

Name: _____ Student ID: _____

Catalog: _____ Date this program was developed: _____

First Year / Fall Semester			First Year / Spring Semester		
Course ID	**Title**	**Cr. Hrs.**	**Course ID**	**Title**	**Cr. Hrs.**
FRSM 101	Freshman Seminar I	2	FRSM 102	Freshman Seminar II	2
ENGL 111	English Communications I	3	ENGL 112	English Communication II	3
MATH 130	College Algebra	3	MATH 145	Pre-Calculus	3
NATS 110 or BIOL101	Biological Science	3	Elective	Elective	3
SOSI 111	Intro. to Power and Society	3	COSI 118	Intro to Micro Computers	3
HLFW 129	Lifetime Fitness	1	HLFW	One Activity Elective	1
Total of Semester Hours		**15**	***Total of Semester Hours***		**15**
Second Year / Fall Semester			**Second Year / Spring Semester**		
*CHEM 101/Lab	General Chemistry I/ Lab	3 / 1	**CHEM 102/Lab	General Chemistry II/Lab	3 / 1
MATH 201	Analytical Geometry & Cal I	4	MATH 202	Analytical Geometry & Cal II	4
*PHYS 201/Lab	General Physics I	3 / 1	**PHYS 202/Lab	General Physics II/Lab	3 / 1
*HUMN 211	Human Heritage I	3	**HUMN 212	Human Heritage II	3
Total of Semester Hours		**15**	***Total of Semester Hours***		**15**
Third Year / Fall Semester			**Third Year / Spring Semester**		
*CHEM 303/Lab	Organic Chemistry I/Lab	3 / 1	**CHEM 304/Lab	Organic Chemistry II/Lab	3 / 1
*♦CHEM 401/Lab	Physical Chemistry I/Lab	3 / 1	CHEM 305/Lab	Analytical Chemistry I	2 / 2
MATH 300	Analytical Geometry & Cal III	4	**♦CHEM 402/Lab	Physical Chemistry II/Lab	3 / 1
ENGL 205	Human Literary Heritage	3	HIST 221	Intro to African American Hist	3
Total of Semester Hours		**15**	***Total of Semester Hours***		**15**
Fourth Year / Fall Semester			**Fourth Year / Spring Semester**		
CHEM/Lab	(Gen. Elective (300-400 level)	3 / 1	CHEM 306/Lab	Analytical Chemistry II/Lab	2 / 2
*CHEM 410/Lab	Biochemistry/Lab	3 / 1	Elective	(Gen. Elective (300-400 level)	3
Elective	(Gen. Elective (300-400 level)	3 / 1	Elective	General Elective	3
COSI 223	Programming in Java I	3	**CHEM 460	Chemistry CAPSTONE	3
			Elective	General Elective	3
Total of Semester Hours		**14**	***Total of Semester Hours***		**16**
Note: 45 hours of 300 - 400 level courses are required.			**TOTAL HOURS: 120**		
			A minimum of 120 hours is required for graduation.		

*Denotes courses that are only offered in the Fall semester.

**Denotes courses that are only offered in the Spring semester.

♦ Denotes courses are only offered every other year. If not offered during Third year, student will take electives in the Third year and CHEM401/402 during the Fourth year.

A Suggested Program for a B.A. Degree in Chemistry

	First Year / Fall Sem.			First Year / Spring Sem.	
Course ID	**Title**	**Cr. Hrs.**	**Course ID**	**Title**	**Cr. Hrs.**
FRSM 101	Freshman Seminar I	2	FRSM 102	Freshman Seminar II	2
ENGL 111	English Communications I	3	ENGL 112	English Communication II	3
MATH 130	College Algebra	3	MATH 145	Pre-Calculus	3
NATS110 or BIOL101	Biological Science	3	Elective	General Elective	3
SOSI 111	Intro. to Power and Society	3	COSI 118	Intro to Micro Computers	3
HLFW 129	Lifetime Fitness	1	HLFW	One Activity Elective	1
Total of Semester Hours		**15**	***Total of Semester Hours***		**15**
	Second Year / Fall Sem.			**Second Year / Spring Sem.**	
*CHEM 101/Lab	General Chemistry I/ Lab	3 / 1	**CHEM 102/Lab	General Chemistry II/Lab	3 / 1
MATH 201	Analytical Geometry & Cal I	4	Computer Cognate or Statistics	Computer Cognate or Statistics	3-4
*PHYS 201/Lab	General Physics I	3 / 1	**PHYS 202/Lab	General Physics II/Lab	3 / 1
*HUMN 211	Human Heritage I	3	**HUMN 212	Human Heritage II	3
Total of Semester Hours		**15**	***Total of Semester Hours***		**14-15**
	Third Year / Fall Sem.			**Third Year / Spring Sem.**	
*CHEM 303/Lab	Organic Chemistry I/Lab	3 / 1	**CHEM 304/Lab	Organic Chemistry II/Lab	3 / 1
CHEM Elec	CHEM Elective	3	CHEM 305/Lab	Analytical Chemistry I	2 / 2
Elective	General Elective	3	CHEM451	Chemistry Research	2
Elective	General Elective	3	Elective	General Elective	3
ENGL 205	Human Literary Heritage	3	HIST 221	Intro to African American Hist	3
Total of Semester Hours		**16**	***Total of Semester Hours***		**16**
	Fourth Year / Fall Sem.			**Fourth Year / Spring Sem.**	
CHEM450	Chemistry Research	2	CHEM 306/Lab	Analytical Chemistry II/Lab	2 / 2
U. D. Elective	(Gen. Elective (300-400)	3	U. D. Elective	(Gen. Elective (300-400)	3
*CHEM 410/Lab	Biochemistry/Lab	3 / 1	CHEM Elec	CHEM Elective	3
U. D. Elective	(Gen. Elective (300-400)	3	**CHEM 460	Chemistry CAPSTONE	3
Computer Cognate or Statistics	Computer Cognate or Statistics	3-4			
Total of Semester Hours		**15-16**	***Total of Semester Hours***		**13**
Note: 45 hours of 300 - 400 level courses are required.			**TOTAL HOUR: 120**		

COMPUTER SCIENCE

Degree
A major in computer science leads to the Bachelor of Science degree.

Requirements for the Major
In addition to 42 credit hours of selected courses in general education, the computer science major is required to take a total of 48-51 semester hours of computer science courses depending on the concentration area. In addition, 15 semester hours of cognate courses are required.

The 13 required computer science courses (39 hours) are:

COSI 120/ITEC 120	Introduction to Technology
COSI 200	Introduction to Cybersecurity
COSI 223/ITEC 223	Introduction to Programming
COSI 225/ITEC 225	Advanced Programming
COSI 240	Discrete Mathematics
COSI 320	Computer Organization and Assembly Language
COSI 330	Data Structures
COSI 335	Algorithms
COSI 345	Database Management
COSI 350	Programming Languages
COSI 410	Operating System
COSI 455	Computer Science Project
COSI 460	Capstone

Required cognate courses (15 hours) are:
MATH 201 Analytical Geometry and Calculus I
MATH 310 Statistical Methods
And 8 hours of lab science, choose from the following courses:
PHYS 201 + Lab / PHYS 202 + Lab
CHEM 101 + Lab /102 + Lab
BIOL 101 + Lab /BIOL 102 + Lab

Choose one of the following Concentration Areas

Computer Science Concentration (16 Credit Hours)
MATH 202 (Required) (4)
Choose 12 credit hours from any of the following:
ITEC 310 Introduction to Unix (3)
ITEC 330 Computer Networks (3)
COSI 425 Artificial Intelligence (3)
ITEC 435 Network Security (3)
COSI 314 Data Visualization (3)
COSI 450 Special Topics (3)
COSI 499 Computer Science Co-Op (3)
ITEC 305 Web Page Development (3)
ITEC 315 Client-Side Web Programming (3)
ITEC 415 Server-Side Web Programming (3)
ITEC 350 Database Programming (3)

ITEC 445 Database Administration (3)

OR

Information Assurance and Cyber Defense (18 Credit Hours)
COSI/ITEC 310 Introduction to UNIX (3)
COSI 355 Digital Forensics (3)
ITEC 430 Advanced Networking (3)
ITEC 435 Network Security (3)
CRJS 355 Cyber Ethics and Cyber Law (3)
CRJS 465 Forensic Evidence (3)

OR

Network Administration and Design (15 Credit Hours)
COSI/ITEC 310 Introduction to UNIX (3)
ITEC 330 Computer Networks (3)
ITEC 335 Network Administration (3)
ITEC 430 Advanced Networking (3)
ITEC 435 Network Security (3)

OR

Criminal Justice (18 Credit Hours)
CRJS 200 Introduction to Criminal Justice (3)
CRJS 204 American Legal System (3)
CRJS 321 Constitutional Law (3)
CRJS 325 Civil/Criminal Court Procedures (3)
CRJS 328 Introduction to the Study of Law (3)
PHIL 312 Ethical and Social Philosophy (3)

General Electives:
Students must take enough general elective courses to total 120 hours overall.

**Note: All computer science majors must take Mathematics 130 and MATH 145 in meeting their Core II requirements.

Computer science minor
A minor in Computer Science requires: COSI 223/ITEC 223, 225, 320, 330 one computer science elective course, and MATH 201 as a cognate course.

A Suggested Program for a B.S. Degree in Computer Science
Computer Science

Name: _____ Student ID: _____

Catalog: _____ Date this program was developed: _____

Course Prefix & Number	Title	Cr. Hrs.	Course Prefix & Number	Title	Cr. Hrs.
First Year / Fall Semester			**First Year / Spring Semester**		
FRSM 101	Freshman Seminar	2	FRSM 102	Freshman Seminar	2
ENGL 111	English Communication I	3	ENGL112	English Communication II	3
MATH 130	College Algebra	3	MATH 145	Pre-Calculus Math	3
ITEC120	Intro to Technology	3	COSI200	Intro to Cyber Security	3
SOSI 111	Intro to Power, Society & Social Science	3	HIST 221	Intro to African American His.	3
HLFW 129	Lifetime Fitness	1	HLFW	One Activity Elective	1
Total of Semester Hours		**15**	***Total of Semester Hours***		**15**
Second Year / Fall Semester			**Second Year / Spring Semester**		
MATH 201	Analytical Geometry & Cal I	4	COSI 240	Discrete Structure	3
Gen Elec	General Elective	3	Gen Elec	General Elective	3
ENGL 205	Human Literary Heritage	3	MATH202	Calculus II	4
COSI 223+L	Programming in Java I	4	COSI 225+L	Programming in Java II	4
Total of Semester Hours		**14**	***Total of Semester Hours***		**14**
Third Year / Fall Semester			**Third Year / Spring Semester**		
Sci/Lab	Science Course with Lab 1	4	COSI	COSI Concentration Course 2	3
COSI	COSI Concentration Course 1	3	COSI 335	Computer Algorithm	3
COSI 320	Computer Organizations	3	COSI 345	Database Management	3
COSI 330	Data Structures	3	COSI 410	Operating Systems	3
MATH 310	Statistics	3	Sci/Lab	Science Course with Lab 2	4
Total of Semester Hours		**16**	***Total of Semester Hours***		**16**
Fourth Year / Fall Semester			**Fourth Year / Spring Semester**		
COSI 350	Programming Languages	3	HUMN 212	Human Heritage II	3
HUMN 211	Human Heritage I	3	COSI	COSI Concentration Course 4	3
COSI	COSI Concentration Course 3	3	Gen Elec	300-400 level General Elective	3
Gen Elec	300-400 level General Elective	3	Gen Elec	General Elective	3
COSI 455	Comp Sci Project	3	COSI 460	Comp Sci Capstone	3
Total of Semester Hours		**15**	***Total of Semester Hours***		**15**
Note: 45 hours of 300 - 400 level courses are required.			**TOTAL HOURS: 120**		
It is highly recommended that students take Math or Computer Science courses as general electives.			A minimum of 120 hours is required for graduation.		

A Suggested Program for a B.S. Degree in Computer Science
Information Science and Cybersecurity

Name: _____ Student ID: _____

Catalog: _____ Date this program was developed: _____

Course Prefix & Number	Title	Cr. Hrs.	Course Prefix & Number	Title	Cr. Hrs.
First year / Fall Semester			**First Year / Spring Semester**		
FRSM 101	Freshman Seminar	2	FRSM 102	Freshman Seminar	2
ENGL 111	English Communication I	3	ENGL112	English Communication II	3
MATH 130	College Algebra	3	MATH 145	Pre-Calculus Math	3
ITEC120	Intro to Technology	3	COSI200	Intro to Cyber Security	3
SOSI 111	Intro to Power, Society & Social Science	3	HIST 221	Intro to African American His.	3
HLFW 129	Lifetime Fitness	1	HLFW	One Activity Elective	1
Total of Semester Hours		**15**	***Total of Semester Hours***		**15**
Second Year / Fall Semester			**Second Year / Spring Semester**		
MATH 201	Analytical Geometry & Cal I	4	COSI 240	Discrete Structure	3
Gen Elec	General Elective	3	Gen Elec	General Elective	3
ENGL 205	Human Literary Heritage	3	HUMN 212	Human Heritage II	3
COSI 223+L	Programming in Java I	4	COSI 225+L	Programming in Java II	4
HUMN 211	Human Heritage I	3	ITEC310	Introduction to Unix	3
Total of Semester Hours		**17**	***Total of Semester Hours***		**16**
Third Year / Fall Semester			**Third Year / Spring Semester**		
ITEC435	Network Security	3	ITEC 430	Advanced Networking	3
COSI355	Digital Forensics	3	COSI 335	Computer Algorithm	3
COSI 320	Computer Organizations	3	COSI 345	Database Management	3
COSI 330	Data Structures	3	COSI 410	Operating Systems	3
MATH 310	Statistics	3	Gen Elec	General Elective	4
Total of Semester Hours		**15**	***Total of Semester Hours***		**16**
Fourth Year / Fall Semester			**Fourth Year / Spring Semester**		
COSI 350	Programming Languages	3	Sci/Lab	Science Course with Lab 2	4
CRJS465	Forensic Evidence	3	CRJS 355	Cyber Ethics & Cyber Law	3
Sci/Lab	Science Course with Lab 1	4	Gen Elec	General Elective	3
COSI 455	Comp Sci Project	3	COSI 460	Comp Sci Capstone	3
Total of Semester Hours		**13**	***Total of Semester Hours***		**13**
Note: 45 hours of 300 - 400 level courses are required.			**TOTAL HOURS: 120**		
It is highly recommended that students take Math or Computer Science courses as general electives.			A minimum of 120 hours is required for graduation.		

A Suggested Program for a B.S. Degree in Computer Science
Network Administration and Design

Name: _____ Student ID: _____

Catalog: _____ Date this program was developed: _____

Course Prefix & Number	Title	Cr. Hrs.	Course Prefix & Number	Title	Cr. Hrs.
First Year / Fall Semester			**First Year / Spring Semester**		
FRSM 101	Freshman Seminar	2	FRSM 102	Freshman Seminar	2
ENGL 111	English Communication I	3	ENGL112	English Communication II	3
MATH 130	College Algebra	3	MATH 145	Pre-Calculus Math	3
ITEC120	Intro to Technology	3	COSI200	Intro to Cyber Security	3
SOSI 111	Intro to Power, Society & Social Science	3	HIST 221	Intro to African American His.	3
HLFW 129	Lifetime Fitness	1	HLFW	One Activity Elective	1
Total of Semester Hours		**15**	***Total of Semester Hours***		**15**
Second Year / Fall Semester			**Second Year / Spring Semester**		
MATH 201	Analytical Geometry & Cal I	4	COSI 240	Discrete Structure	3
Gen Elec	General Elective	3	Gen Elec	General Elective	3
ENGL 205	Human Literary Heritage	3	HUMN 212	Human Heritage II	3
COSI 223+L	Programming in Java I	4	COSI 225+L	Programming in Java II	4
HUMN 211	Human Heritage I	3	ITEC310	Introduction to Unix	3
Total of Semester Hours		**17**	***Total of Semester Hours***		**16**
Third Year / Fall Semester			**Third Year / Spring Semester**		
ITEC435	Network Security	3	ITEC 430	Advanced Networking	3
ITEC 330	Computer Networks	3	COSI 335	Computer Algorithm	3
COSI 320	Computer Organizations	3	COSI 345	Database Management	3
COSI 330	Data Structures	3	COSI 410	Operating Systems	3
MATH 310	Statistics	3	Gen Elec	General Elective	4
Total of Semester Hours		**15**	***Total of Semester Hours***		**16**
Fourth Year / Fall Semester			**Fourth Year / Spring Semester**		
COSI 350	Programming Languages	3	Sci/Lab	Science Course with Lab 2	4
ITEC 335	Network Administration	3	Gen Elec	300-400 level General Elective	3
Sci/Lab	Science Course with Lab 1	4	Gen Elec	General Elective	3
COSI 455	Comp Sci Project	3	COSI 460	Comp Sci Capstone	3
Total of Semester Hours		**13**	***Total of Semester Hours***		**13**
Note: 45 hours of 300 - 400 level courses are required.			**TOTAL HOURS: 120**		
It is highly recommended that students take Math or Computer Science courses as general electives.			A minimum of 120 hours is required for graduation.		

A Suggested Program for a B.S. Degree in Computer Science
Criminal Justice

Name: _____ Student ID: _____

Catalog: _____ Date this program was developed: _____

Course Prefix & Number	Title	Cr. Hrs.	Course Prefix & Number	Title	Cr. Hrs.
First Year / Fall Semester			**First Year / Spring Semester**		
FRSM 101	Freshman Seminar	2	FRSM 102	Freshman Seminar	2
ENGL 111	English Communication I	3	ENGL112	English Communication II	3
MATH 130	College Algebra	3	MATH 145	Pre-Calculus Math	3
ITEC120	Intro to Technology	3	COSI200	Intro to Cyber Security	3
SOSI 111	Intro to Power, Society & Social Science	3	HIST 221	Intro to African American His.	3
HLFW 129	Lifetime Fitness	1	HLFW	One Activity Elective	1
Total of Semester Hours		**15**	***Total of Semester Hours***		**15**
Second Year / Fall Semester			**Second Year / Spring Semester**		
MATH 201	Analytical Geometry & Cal I	4	COSI 240	Discrete Structure	3
Gen Elec	General Elective	3	Gen Elec	300-400 level General Elective	3
ENGL 205	Human Literary Heritage	3	HUMN 212	Human Heritage II	3
COSI 223+L	Programming in Java I	4	COSI 225+L	Programming in Java II	4
HUMN 211	Human Heritage I	3	CRJS	CRJS Concentration	3
Total of Semester Hours		**17**	***Total of Semester Hours***		**16**
Third Year / Fall Semester			**Third Year / Spring Semester**		
CRJS	CRJS Concentration	3	CRJS	CRJS Concentration	3
CRJS	CRJS Concentration	3	COSI 335	Computer Algorithm	3
COSI 320	Computer Organizations	3	COSI 345	Database Management	3
COSI 330	Data Structures	3	COSI 410	Operating Systems	3
MATH 310	Statistics	3	Gen Elec	General Elective	4
Total of Semester Hours		**15**	***Total of Semester Hours***		**16**
Fourth Year / Fall Semester			**Fourth Year / Spring Semester**		
COSI 350	Programming Languages	3	Sci/Lab	Science Course with Lab 2	4
CRJS	CRJS Concentration	3	CRJS	CRJS Concentration	3
Sci/Lab	Science Course with Lab 1	4	Gen Elec	300-400 level General Elective	3
COSI 455	Comp Sci Project	3	COSI 460	Comp Sci Capstone	3
Total of Semester Hours		**13**	***Total of Semester Hours***		**13**
Note: 45 hours of 300 - 400 level courses are required.			**TOTAL HOURS: 120**		
It is highly recommended that students take Math or Computer Science courses as general electives.			A minimum of 120 hours is required for graduation.		

INFORMATION TECHNOLOGY

Degree
A major in Information Technology leads to the Bachelor of Science degree.

Requirements for the Information Technology major:
In addition to 42 credit hours of selected courses in general education, the Information Technology major requires: 33 credit hours of major courses, 12 credit hours of specified courses from one of two concentrations: 1) Network Administration and Security or 2) Web and Database Development, and 6 credit hours of Computer Science or Information Technology elective courses.

Required Information Technology major courses (33 credit hours):
ITEC 120 Introduction to Information Technology
ITEC 223 Programming in Java I
ITEC 225 Programming in Java II
ITEC 240 Discrete Structures (or COSI 240)
ITEC 305 Web Page Development
ITEC 310 Introduction to UNIX
ITEC 320 Computer Hardware
ITEC 330 Computer Networks
ITEC 345 Database Management (or COSI 345)
ITEC 455 Information Technology Project
ITEC 460 Information Technology Capstone

Required concentration courses (12 hours):
Concentration- Network Administration and Security
ITEC 335 Network Administration
ITEC 430 TCP/IP Internetworking
ITEC 435 Network Security
ITEC Elective
or
Concentration- Web and Database Development
ITEC 315 Client-Side Web Programming
ITEC 350 Database Programming
ITEC 415 Server-Side Web Programming
ITEC 445 Database Administration

Suggested Elective courses (6 hours):
ITEC 340 Human Computer Interaction
ITEC 450 Special Topics
ITEC 499 Information Technology Co-Op Experience
COSI 121 Visual BASIC
COSI 323 Advanced JAVA Programming
COSI 330 Data Structures

*Note: Students can also take elective courses from the other concentration not chosen as the required concentration.

**Note: Students must pass MATH 130 and MATH 145 prior to declaring a major in Information Technology.

Information Technology Minor
A minor in Information Technology requires: ITEC 120, 223 (or COSI 223), 305, 310, and 330.

A Suggested Program for a B.S. Degree in Information Technology
Network Administration and Security

Name: _____ Student ID: _____

Catalog: _____ Date this program was developed: _____

Course Prefix & Number	Title	Cr. Hrs.	Course Prefix & Number	Title	Cr. Hrs.
First Year / Fall Semester			**First Year / Spring Semester**		
FRSM 101	Freshman Seminar	2	FRSM 102	Freshman Seminar	2
ENGL 111	English Communication I	3	ENGL112	English Communication II	3
MATH 130	College Algebra	3	MATH 145	Pre-Calculus Math	3
ITEC120	Intro to Technology	3	Nat Sci	Natural Science Course 1	3
SOSI 111	Intro to Power, Society & Social Science	3	HIST 221	Intro to African American His.	3
HLFW 129	Lifetime Fitness	1	HLFW	One Activity Elective	1
Total of Semester Hours		**15**	***Total of Semester Hours***		**15**
Second Year / Fall Semester			**Second Year / Spring Semester**		
ITEC 305	Web Page Development	3	COSI 240	Discrete Structure	3
Gen Elec	General Elective	3	Gen Elec	General Elective	3
ENGL 205	Human Literary Heritage	3	HUMN 212	Human Heritage II	3
COSI 223+L	Programming in Java I	4	COSI 225+L	Programming in Java II	4
HUMN 211	Human Heritage I	3	ITEC310	Introduction to Unix	3
Total of Semester Hours		**16**	***Total of Semester Hours***		**16**
Third Year / Fall Semester			**Third Year / Spring Semester**		
ITEC	ITEC Upper Level Elective	3	Nat Sci	Natural Science Course 2	3
ITEC435	Network Security	3	ITEC 330	Computer Networks	3
ITEC 320	Computer Hardware	3	COSI 345	Database Management	3
Gen Elec	General Elective	3	Gen Elec	300-400 level General Elective	3
Gen Elec	General Elective	3	ITEC 430	Advanced Networking	3
Total of Semester Hours		**15**	***Total of Semester Hours***		**15**
Fourth Year / Fall Semester			**Fourth Year / Spring Semester**		
ITEC	ITEC Upper Level Elective	3	Gen Elec	General Elective	4
ITEC 335	Network Administration	3	ITEC	ITEC Upper Level Course	3
Gen Elec	General Elective	3	Gen Elec	300-400 level General Elective	3
ITEC 455	ITEC Project	3	ITEC 460	ITEC Capstone	3
Gen Elec	General Elective	3			
Total of Semester Hours		**15**	***Total of Semester Hours***		**13**
Note: 45 hours of 300 - 400 level courses are required.			**TOTAL HOURS: 120**		
It is highly recommended that students take Math or Computer Science courses as general electives.			A minimum of 120 hours is required for graduation.		

A Suggested Program for a B.S. Degree in Information Technology
Web and Database Development

Name: _____ Student ID: _____

Catalog: _____ Date this program was developed: _____

Course Prefix & Number	Title	Cr. Hrs.	Course Prefix & Number	Title	Cr. Hrs.
First Year / Fall Semester			**First Year / Spring Semester**		
FRSM 101	Freshman Seminar	2	FRSM 102	Freshman Seminar	2
ENGL 111	English Communication I	3	ENGL112	English Communication II	3
MATH 130	College Algebra	3	MATH 145	Pre-Calculus Math	3
ITEC120	Intro to Technology	3	Nat Sci	Natural Science Course 1	3
SOSI 111	Intro to Power, Society & Social Science	3	HIST 221	Intro to African American His.	3
HLFW 129	Lifetime Fitness	1	HLFW	One Activity Elective	1
Total of Semester Hours		**15**	***Total of Semester Hours***		**15**
Second Year / Fall Semester			**Second Year / Spring Semester**		
ITEC 305	Web Page Development	3	COSI 240	Discrete Structure	3
Gen Elec	General Elective	3	Gen Elec	General Elective	3
ENGL 205	Human Literary Heritage	3	HUMN 212	Human Heritage II	3
COSI 223+L	Programming in Java I	4	COSI 225+L	Programming in Java II	4
HUMN 211	Human Heritage I	3	ITEC310	Introduction to Unix	3
Total of Semester Hours		**16**	***Total of Semester Hours***		**16**
Third Year / Fall Semester			**Third Year / Spring Semester**		
ITEC 315	Client-Side Web Programing	3	Nat Sci	Natural Science Course 2	3
ITEC	ITEC Upper Level Course	3	ITEC 330	Computer Networks	3
ITEC 320	Computer Hardware	3	COSI 345	Database Management	3
Gen Elec	General Elective	3	Gen Elec	300-400 level General Elective	3
Gen Elec	General Elective	3	ITEC 415	Server-side Web Programing	3
Total of Semester Hours		**15**	***Total of Semester Hours***		**15**
Fourth Year / Fall Semester			**Fourth Year / Spring Semester**		
ITEC	ITEC Upper Level Elective	3	Gen Elec	General Elective	4
ITEC 350	Database Programing	3	ITEC 445	Database Administration	3
Gen Elec	General Elective	3	Gen Elec	300-400 level General Elective	3
ITEC 455	ITEC Project	3	ITEC 460	ITEC Capstone	3
Gen Elec	General Elective	3			
Total of Semester Hours		**15**	***Total of Semester Hours***		**13**
Note: 45 hours of 300 - 400 level courses are required.			**TOTAL HOURS: 120**		
It is highly recommended that students take Math or Computer Science courses as general electives.			A minimum of 120 hours is required for graduation.		

MATHEMATICS

Degree
The Mathematics major leads to a Bachelor of Science degree in mathematics.

Requirements for the Mathematics major:
In addition to 42 credit hours of selected courses in general education, the Mathematics major is required to complete 33 semester hours of mathematics courses (30 semester hours of specified courses in mathematics and 3 semester hours of mathematics courses as electives). In addition, 14 semester hours of cognate courses are required.

Required mathematics courses (30 semester hours):
MATH 201 Analytical Geometry and Calculus I
MATH 202 Analytical Geometry and Calculus II
MATH 300 Analytical Geometry and Calculus III
MATH 301 Differential Equations
MATH 306 Linear Algebra
MATH 310 Statistical Methods
MATH 401 Probability and Statistics Theory
MATH 405 Advanced Calculus or MATH 403 Abstract Algebra I
MATH 460 Mathematics Capstone

Elective mathematics courses: three additional semester hours of 300-400 level courses

Required cognate courses (14 semester hours):
COSI 223 Introduction to Programming (3)
COSI 240 Discrete Structures
PHYS 201 General Physics I
PHYS 201L General Physics I Lab.
PHYS 202 Gen. Physics II
PHYS 202 Gen. Physics II Lab.

Licensure/Certification
Students who wish to seek licensure/certification to teach mathematics at the Secondary Education level (grades 7-12) will follow the same curriculum as designed for mathematics majors. Students seeking licensure for teaching Math at the Elementary (K-6) or Middle Grades (4-8) level may take the General Math major as described in the Division of Education. In addition, they will also take professional core, supplemental core, and appropriate elective courses in education and follow the policies established by the Division of Education Educator preparation program.

Note: All science majors must take Mathematics 130 and 145 in meeting their Core II requirement.

Mathematics Minor
The minor in mathematics requires: MATH 201, 202, 306, 310; COSI 223/ITEC 223.

A Suggested Program for a B.S. Degree in Mathematics

Updated June 2021

Name: _____ Student ID: _____

Catalog: _____ Date this program was developed: _____

First Year / Fall Semester			First Year / Spring Semester		
Course ID	**Title**	**Cr. Hrs.**	**Course ID**	**Title**	**Cr. Hrs.**
FRSM 101	Freshman Seminar	2	FRSM 102	Freshman Seminar	2
ENGL 111	English Communications I	3	ENGL 112	English Communication II	3
MATH 130	College Algebra	3	MATH 145	Pre-Calculus	3
NATS 110	Biological Science	3	Elective	Elective	3
SOSI 111	Intro. to Power and Society	3	COSI 118	Intro Computers	3
HLFW 129	Lifetime Fitness	1	HLFW	One Activity Elective	1
Total of Semester Hours		**15**	***Total of Semester Hours***		**15**
Second Year / Fall Semester			**Second Year / Spring Semester**		
MATH 201	Analytical Geometry & Cal I	4	MATH 202	Analytical Geometry & Cal II	4
*PHYS 201/Lab	General Physics I	3 / 1	**PHYS 202/Lab	General Physics II/Lab	3 / 1
*HUMN 211	Human Heritage I	3	**HUMN 212	Human Heritage II	3
*COSI223	Intro to Programing I	3	**COSI240	Discrete Structures	3
Total of Semester Hours		**14**	***Total of Semester Hours***		**14**
Third Year / Fall Semester			**Third Year / Spring Semester**		
ENGL 205	Human Literary Heritage	3	MATH301	Differential Equations	3
MATH306	Linear Algebra	3	Elective	(Gen. Elective (300-400 level)	3
MATH 300	Analytical Geometry & Cal III	4	Elective	(Gen. Elective (300-400 level)	3
Elective	(Gen. Elective (300-400 level)	3	HIST 221	Intro to African American Hist	3
MATH310	Statistical Methods	3	Elective	Any level	3
Total of Semester Hours		**16**	***Total of Semester Hours***		**15**
Fourth Year / Fall Semester			**Fourth Year / Spring Semester**		
Elective	Any level	4	MATH401	Prob. & Statistics	3
MATH403 or MATH405	Abstract Algebra or Adv. Calc.	3	MATH460	Capstone	3
MATH Elective	MATH Elective	3	Elective	(Gen. Elective (300-400 level)	3
Elective	(Gen. Elective (300-400 level)	3	Elective	(Gen. Elective (300-400 level)	3
Elective	(Gen. Elective (300-400 level)	3	Elective	Any level	3
Total of Semester Hours		**16**	***Total of Semester Hours***		**15**
Note: 45 hours of 300 - 400 level courses are required.			**TOTAL HOUR: 120**		
			A minimum of 120 hours is required for graduation.		

DIVISION OF SOCIAL AND BEHAVIORAL SCIENCES

CRIMINAL JUSTICE

Degree Requirements
The Criminal Justice Major leads to the Bachelor of Arts degree/Criminal Justice has concentrations in: Corrections, Law Enforcement, or Pre-law.

Admission to the Major
The major in criminal justice, requires students to earn a grade of C or better in COSI 118, HIST 221, and SOSI 111. Majors must complete the required cognate courses listed below with a grade of C or better before enrolling in upper-level criminal justice courses.

Requirements for the Major
The criminal justice major requires a minimum of 43 hours of required criminal justice courses, including 34 hours of specified criminal justice courses and 9 semester hours of elective criminal justice courses. The major also requires 18 hours of cognate courses.

Required courses for the major with a concentration in Corrections or Law Enforcement are:
CRJS 200 Introduction to Criminal Justice
CRJS 316 Penology
CRJS 317 Criminology
CRJS 319 Victimology/Victims' Rights
CRJS 321 Constitutional Law
CRJS 325 Civil/Criminal Court Procedures
CRJS 326 Comparative Justice
CRJS 362 Statistics
CRJS 384 Research Methods
CRJS 455/434 Internship
CRJS 460 Criminal Justice Capstone

Elective courses for the major with concentration in Corrections: Nine additional semester hours chosen from:
CRJS 204 American Legal System
CRJS 205 Social Problems
CRJS 310 Social Psychology
CRJS 318 Deviance
CRJS 451 Special Topics
SOWK 305 Social Work in Correctional Setting

Elective courses for the major with concentration in Law Enforcement:
Nine additional semester hours chosen from:
CRJS 204 American Legal System
CRJS 205 Social Problems
CRJS 318 Deviance
CRJS 320 Police and Society
CRJS 322 Law and the Poor

CRJS 451 Special Topics
CRJS 465 Forensic Evidence

Required courses for the major with a concentration in Pre-law are:
CRJS 200 Criminal Justice
CRJS 204 American Legal System
CRJS 317 Criminology
CRJS 321 Constitutional Law
CRJS 325 Civil/Criminal Court Procedures
CRJS 326 Comparative Justice
CRJS 328 Introduction to the Study of Law
CRJS 362 Statistics
CRJS 384 Research Methods
CRJS 455/434 Internship
CRJS 460 Criminal Justice Capstone

Elective courses for the major with a Pre-law concentration
Nine additional semester hours chosen from:
CRJS 205 Social Problems
CRJS 310 Social Psychology
CRJS 316 Penology
CRJS 318 Social Deviance
CRJS 319 Victimology/Victims' Rights
CRJS 320 Police and Society
CRJS 322 Law and the Poor
CRJS 451 Special Topics
CRJS 465 Forensic Evidence
PSYC 350 Psychopathology
HIST 201 United States History to 1865
HIST 202 United States History from 1865
SOCI 201 Introduction to Sociology
POLS 201 Introduction to Political Science
PSYC 101 General Psychology I
PSYC 102 General Psychology II, and
either:
FREN 101-102 Elementary French I and II
or
SPAN 101-102 Elementary Spanish I and II

A Suggested Program for a B.A. Degree in Criminal Justice/Law Enforcement

Name: _____ Student ID: _____

Catalog: _____ Date this program was developed: _____

First Year / Fall Semester			First Year / Spring Semester		
Course ID	**Title**	**Cr. Hrs.**	**Course ID**	**Title**	**Cr. Hrs.**
FRSM 101	Freshman Seminar	2	FRSM 102	Freshman Seminar	2
ENGL 111	English Communication I	3	ENGL 112	English Communication II	3
MATH 110	College Algebra	3	MATH 111	Survey of Mathematics	3
SOSI lll	Intro to Power & Society	3	HIST 221	Intro to African American History	3
HLFW 129	Lifetime Fitness	1	HLFW	One Activity Elective	1
COSI 118	Intro. to Microcomputers	3	NATS110	Biological Sciences	3
Total of Semester Hours		**15**	***Total of Semester Hours***		**15**
Second Year / Fall Semester			**Second Year / Spring Semester**		
ENGL 205	Human Literacy Heritage	3	CJS 200	Introduction to Criminal Justice	3
NATS ll2	Physical Science	3	CRJS ELECTIVE	200 Level Elective	3
SPAN 101 **	Elementary Spanish I	3	SPAN 102	Elementary Spanish II	3
SOCI 201*	Introduction to Sociology	3	POLS 201*	Introduction to Political Science	3
PSYC 101*	General Psychology I	3	PSYC 102*	General Psychology II*	3
Total of Semester Hours		**15**	***Total of Semester Hours***		**15**
Third Year / Fall Semester			**Third Year / Spring Semester**		
CRJS 316	Penology*	3	CRJS 321	Constitutional Law**	3
CRJS 317	Criminology*	3	CRJS 325	Court Procedure**	3
CRJS 319	Victimology*	3	**CRJS ELECTIVE**	300 Level Elective	3
CRJS 362	Statistics	4	**CRJS ELECTIVE**	300 Level Elective	3
CRJS ELECTIVE	300-400 elective	**3**	CRJS 384	Research Methods	3
Total of Semester Hours		**16**	***Total of Semester Hours***		**15**
Fourth Year / Fall Semester			**Fourth Year / Spring Semester**		
CRJS 326	Comparative Justice	3	CRJS 455/434	Internship (100 -400 hours)	3
CRJS 460	Comprehensive Res	3	ELECTIVE	General Elective	3
CRJS ELECTIVE	300-400 Level	3	ELECTIVE	General Elective	3
ELECTIVE	300-400 Level	3	ELECTIVE	General Elective	3
ELECTIVE	300-400 Level	3	ELECTIVE	General Elective	2
Total of Semester Hours		**15**	***Total of Semester Hours***		**14**
Note: 45 hours of 300 - 400 level courses are required.			**TOTAL HOUR: 120**		
It is highly recommended to take SABS, Business and/or Cybersecurity courses as electives			A minimum of 120 hours is required for graduation.		

* Denotes courses that are only offered in the Fall Semester.
** Denotes courses that are only offered in the Spring Semester.

NOTE: This is only a suggested program which may change according to the circumstances of the student and the schedule of classes.

A Suggested Program for a B.A. Degree in Criminal Justice/ Law Enforcement / Cybersecurity

Name: _____ Student ID: _____

Catalog: _____ Date this program was developed: _____

First Year / Fall Semester			First Year / Spring Semester		
Course ID	**Title**	**Cr. Hrs.**	**Course ID**	**Title**	**Cr. Hrs.**
FRSM 101	Freshman Seminar	2	FRSM 102	Freshman Seminar	2
ENGL III	En2:1ish Communication I	3	ENGL 112	English Communication II	3
MATH 110	College Algebra	3	MATH III	Survey of Mathematics	3
SOSI 111	Intro to Power & Society	3	HIST 221	Intro to African American Hist	3
HLFW 129	Lifetime Fitness	I	HLFW	One Activity Elective	1
COSI 118	Intro. to Microcomputers	3	NATS ll0	Biological Sciences	3
Total of Semester Hours		**15**	***Total of Semester Hours***		**15**
Second Year / Fall Semester			**Second Year / Spring Semester**		
ENGL205	Human Literary Heritage	3	CJS 200	Introduction to Crimina1 Justice	3
NATS 112	Physical Science	3	CRJS ELECTIVE	200 Level Elective	3
SPAN 101 **	Elementa1y Spanish I	3	SPAN 102	Elementary Spanish II	3
SOCI 201*	Introduction to Sociology	3	POLS 201 *	Introduction to Political Sci	3
PSYC 101 *	General Psychology I	3	PSYC 102*	General Psychology II*	3
Total of Semester Hours		**15**	***Total of Semester Hours***		**15**
Third Year / Fall Semester			**Third Year / Spring Semester**		
CRJS 316	Penology	3	CRJS 321	Constitutional Law	3
CRJS 317	Criminology	3	CRJS 325	Court Procedure	3
CRJS 319	Victimology	3	**COSI 200**	**Intro Cybersecurity**	3
CRJS 362	Statistics	4	**COSI 355**	**Digital Forensics**	3
HUMN 211	**Human Heritage I**	3	CRJS 384	Research Methods	3
			HUMN 212	**Human Heritage II**	**3**
Total of Semester Hours		**16**	***Total of Semester Hours***		**18**
Fourth Year / Fall Semester			**Fourth Year / Spring Semester**		
CRJS 326	Comparative Justice	3	CRJS 455/434	Internship (100-400 hours)	3
CRJS 460	Comprehensive Res.	3	**CRJS 465**	Forensic Evidence	3
CRJS 355	Cyber Ethics	3	Criminal Justice	Elective	3
ITEC 330	Advance Network	3	Criminal Justice	Elective	3
ITEC 435	Network Security	3			
Total of Semester Hours		**15**	***Total of Semester Hours***		**12**
Note: 45 hours of 300 - 400 level courses are required.			**TOTAL HOUR: 121**		
It is highly recommended to take SABS, Business and/or Cybersecurity courses as electives			A minimum of 120 hours is required for graduation.		

* Denotes courses that are only offered in the Fall Semester.
** Denotes courses that are only offered in the Spring Semester.

NOTE: This is only a suggested program which may change according to the circumstances of the student and the schedule of classes.

A Suggested Program for a B.A. Degree in Criminal Justice/Pre-Law

Name: _____ Student ID: _____

Catalog: _____ Date this program was developed: _____

First Year / Fall Semester			First Year / Spring Semester		
Course ID	**Title**	**Cr. Hrs.**	**Course ID**	**Title**	**Cr. Hrs.**
FRSM 101	Freshman Seminar	2	FRSM 102	Freshman Seminar	2
ENGL 111	English Communication I	3	ENGL 112	English Communication II	3
MATH 110	College Algebra	3	MATH 111	Survey of Mathematics	3
SOSI 111	Intro to Power & Society	3	HIST 221	Intro to African American Hist	3
HLFW 129	Lifetime Fitness	1	HLFW	One Activity Elective	1
COSI 118	Intro. to Microcomputers	3	NATS 110	Biological Sciences	3
Total of Semester Hours		**15**	***Total of Semester Hours***		**15**
Second Year / Fall Semester			**Second Year / Spring Semester**		
ENGL 205	Human Literary Heritage	3	CRJS 200	Introduction to Criminal Justice	3
NATS 112	Physical Science	3	Pre-Law ELECTIVE	Elective	3
SPANI0I **	Elementary Spanish I	3	SPAN 102	Elementa1y Spanish II	3
SOCI 201*	Introduction to Sociology	3	POLS 201*	Introduction to Politica1 Sci	3
PSYC 101*	General Psychology I	3	PSYC 102*	General Psychology II*	3
Total of Semester Hours		**15**	***Total of Semester Hours***		**15**
Third Year / Fall Semester			**Third Year / Spring Semester**		
CRJS 204	**American Legal**	3	CRJS 321	Constitutional Law	3
CRJS 317	Criminology	3	CRJS 325	Court Procedure	3
CRJS 319	Victimology	3	**CRJS 328**	**Intro to Study of Law**	3
CRJS 362	Statistics	4	CRJS 384	Research Methods	3
HUMN 211	Human Heritage I	**3**	**HUMN 212**	Human Heritage II	3
			Pre-Law Elective	Elective	**3**
Total of Semester Hours		**16**	***Total of Semester Hours***		**18**
Fourth Year / Fall Semester			**Fourth Year / Spring Semester**		
CRJS 326	Comparative Justice	3	CRJS 455/434	Internship (100-400 hours)	3
CRJS 460	Comprehensive Res.	3	Pre-Law Elective	Elective	3
ELECTIVE		3	ELECTIVE	Elective	3
ELECTIVE		3	ELECTIVE	Elective	3
ELECTIVE		3			
Total of Semester Hours		**15**	***Total of Semester Hours***		**12**
Note: 45 hours of 300 - 400 level courses are required.			**TOTAL HOURS: 121**		
It is highly recommended to take SABS, Business and/or Cybersecurity courses as electives			A minimum of 120 hours is required for graduation.		

* Denotes courses that are only offered in the Fall Semester.

** Denotes courses that are only offered in the Spring Semester.

BACHELOR OF ARTS, CRIMINAL JUSTICE - ASAP PROGRAM

The Accelerated Studies for Adults and Professionals program in Criminal Justice leads to the Bachelor of Arts degree/Criminal Justice has concentrations in: Corrections, Law Enforcement, or Pre-law.

Admission to the Program

The accelerated degree program in Criminal Justice requires students to earn a grade of C or better in COSI 118, HIST 221, and SOSI 111. ASAP students must complete the required cognate courses listed below with a grade of C or better before enrolling in upper level criminal justice courses.

The Accelerated Studies for Adults and Professionals program in Criminal Justice will accept/substitute Police Academy Course work for the following courses offered in the ASAP-CRJS Degree Program, which are equivalent to a transfer total of (34) hours:

Requirements

The Accelerated Studies for Adults and Professionals program in Criminal Justice requires a minimum of 43 hours of required criminal justice courses, including 34 hours of required criminal justice courses and 9 semester hours of elective Criminal Justice courses. The program also requires 18 hours of cognate courses, which are Spanish I (3), Spanish II (3), POLS 201 (3), PSYC 101 (3), PSYC 102 (3), and SOCI 201 (3).

A Suggested Program for a B.A. Degree in Criminal Justice/Law Enforcement

Name: _____ Student ID: _____

Catalog: _____ Date this program was developed: _____

First Year / Fall Semester			First Year / Spring Semester		
Course ID	**Title**	**Cr. Hrs.**	**Course ID**	**Title**	**Cr. Hrs.**
FRSM 101	Freshman Seminar	2	FRSM 102	Freshman Seminar	2
ENGL 111	English Communication I	3	ENGL 112	English Communication II	3
MATH 110	College Algebra	3	MATH 111	Survey of Mathematics	3
SOSI lll	Intro to Power & Society	3	HIST 221	Intro to African American History	3
HLFW 129	Lifetime Fitness	1	HLFW	One Activity Elective	1
COSI 118	Intro. to Microcomputers	3	NATS110	Biological Sciences	3
Total of Semester Hours		**15**	***Total of Semester Hours***		**15**
Second Year / Fall Semester			**Second Year / Spring Semester**		
ENGL 205	Human Literacy Heritage	3	CJS 200	Introduction to Criminal Justice	3
NATS ll2	Physical Science	3	CRJS ELECTIVE	200 Level Elective	3
SPAN 101 **	Elementary Spanish I	3	SPAN 102	Elementary Spanish II	3
SOCI 201*	Introduction to Sociology	3	POLS 201*	Introduction to Political Science	3
PSYC 101*	General Psychology I	3	PSYC 102*	General Psychology II*	3
Total of Semester Hours		**15**	***Total of Semester Hours***		**15**
Third Year / Fall Semester			**Third Year / Spring Semester**		
CRJS 316	Penology*	3	CRJS 321	Constitutional Law**	3
CRJS 317	Criminology*	3	CRJS 325	Court Procedure**	3
CRJS 319	Victimology*	3	**CRJS ELECTIVE**	300 Level Elective	3
CRJS 362	Statistics	4	**CRJS ELECTIVE**	300 Level Elective	3
CRJS ELECTIVE	300-400 elective	**3**	CRJS 384	Research Methods	3
Total of Semester Hours		**16**	***Total of Semester Hours***		**15**
Fourth Year / Fall Semester			**Fourth Year / Spring Semester**		
CRJS 326	Comparative Justice	3	CRJS 455/434	Internship (100 -400 hours)	3
CRJS 460	Comprehensive Res	3	ELECTIVE	General Elective	3
CRJS ELECTIVE	300-400 Level	3	ELECTIVE	General Elective	3
ELECTIVE	300-400 Level	3	ELECTIVE	General Elective	3
ELECTIVE	300-400 Level	3	ELECTIVE	General Elective	2
Total of Semester Hours		**15**	***Total of Semester Hours***		**14**
Note: 45 hours of 300 - 400 level courses are required.			**TOTAL HOUR: 120**		
It is highly recommended to take SABS, Business and/or Cybersecurity courses as electives			A minimum of 120 hours is required for graduation.		

* Denotes courses that are only offered in the Fall Semester.
** Denotes courses that are only offered in the Spring Semester.

A Suggested Program for a B.A. Degree in Criminal Justice/ Law Enforcement / Cybersecurity

Name: _____ Student ID: _____

Catalog: _____ Date this program was developed: _____

First Year / Fall Semester			First Year / Spring Semester		
Course ID	**Title**	**Cr. Hrs.**	**Course ID**	**Title**	**Cr. Hrs.**
FRSM 101	Freshman Seminar	2	FRSM 102	Freshman Seminar	2
ENGL III	En2:1ish Communication I	3	ENGL 112	English Communication II	3
MATH 110	College Algebra	3	MATH III	Survey of Mathematics	3
SOSI 111	Intro to Power & Society	3	HIST 221	Intro to African American Hist	3
HLFW 129	Lifetime Fitness	I	HLFW	One Activity Elective	1
COSI 118	Intro. to Microcomputers	3	NATS ll0	Biological Sciences	3
Total of Semester Hours		**15**	***Total of Semester Hours***		**15**
Second Year / Fall Semester			**Second Year / Spring Semester**		
ENGL205	Human Literary Heritage	3	CJS 200	Introduction to Crimina1 Justice	3
NATS 112	Physical Science	3	CRJS ELECTIVE	200 Level Elective	3
SPAN 101 **	Elementa1y Spanish I	3	SPAN 102	Elementary Spanish II	3
SOCI 201*	Introduction to Sociology	3	POLS 201 *	Introduction to Political Sci	3
PSYC 101 *	General Psychology I	3	PSYC 102*	General Psychology II*	3
Total of Semester Hours		**15**	***Total of Semester Hours***		**15**
Third Year / Fall Semester			**Third Year / Spring Semester**		
CRJS 316	Penology	3	CRJS 321	Constitutional Law	3
CRJS 317	Criminology	3	CRJS 325	Court Procedure	3
CRJS 319	Victimology	3	**COSI 200**	**Intro Cybersecurity**	3
CRJS 362	Statistics	4	**COSI 355**	**Digital Forensics**	3
HUMN 211	**Human Heritage I**	3	CRJS 384	Research Methods	3
			HUMN 212	**Human Heritage II**	**3**
Total of Semester Hours		**16**	***Total of Semester Hours***		**18**
Fourth Year / Fall Semester			**Fourth Year / Spring Semester**		
CRJS 326	Comparative Justice	3	CRJS 455/434	Internship (100-400 hours)	3
CRJS 460	Comprehensive Res.	3	**CRJS 465**	Forensic Evidence	3
CRJS 355	Cyber Ethics	3	Criminal Justice	Elective	3
ITEC 330	Advance Network	3	Criminal Justice	Elective	3
ITEC 435	Network Security	3			
Total of Semester Hours		**15**	***Total of Semester Hours***		**12**
Note: 45 hours of 300 - 400 level courses are required.			**TOTAL HOUR: 121**		
It is highly recommended to take SABS, Business and/or Cybersecurity courses as electives			A minimum of 120 hours is required for graduation.		

* Denotes courses that are only offered in the Fall Semester.
** Denotes courses that are only offered in the Spring Semester.

A Suggested Program for a B.A. Degree in Criminal Justice/Pre-Law

Name: _____ Student ID: _____

Catalog: _____ Date this program was developed: _____

First Year / Fall Semester			First Year / Spring Semester		
Course ID	**Title**	**Cr. Hrs.**	**Course ID**	**Title**	**Cr. Hrs.**
FRSM 101	Freshman Seminar	2	FRSM 102	Freshman Seminar	2
ENGL 111	English Communication I	3	ENGL 112	English Communication II	3
MATH 110	College Algebra	3	MATH 111	Survey of Mathematics	3
SOSI 111	Intro to Power & Society	3	HIST 221	Intro to African American Hist	3
HLFW 129	Lifetime Fitness	1	HLFW	One Activity Elective	1
COSI 118	Intro. to Microcomputers	3	NATS 110	Biological Sciences	3
Total of Semester Hours		**15**	***Total of Semester Hours***		**15**
Second Year / Fall Semester			**Second Year / Spring Semester**		
ENGL 205	Human Literary Heritage	3	CRJS 200	Introduction to Criminal Justice	3
NATS 112	Physical Science	3	Pre-Law ELECTIVE	Elective	3
SPANI0I **	Elementary Spanish I	3	SPAN 102	Elementa1y Spanish II	3
SOCI 201*	Introduction to Sociology	3	POLS 201*	Introduction to Politica1 Sci	3
PSYC 101*	General Psychology I	3	PSYC 102*	General Psychology II*	3
Total of Semester Hours		**15**	***Total of Semester Hours***		**15**
Third Year / Fall Semester			**Third Year / Spring Semester**		
CRJS 204	**American Legal**	3	CRJS 321	Constitutional Law	3
CRJS 317	Criminology	3	CRJS 325	Court Procedure	3
CRJS 319	Victimology	3	**CRJS 328**	**Intro to Study of Law**	3
CRJS 362	Statistics	4	CRJS 384	Research Methods	3
HUMN 211	Human Heritage I	**3**	**HUMN 212**	Human Heritage II	3
			Pre-Law Elective	Elective	**3**
Total of Semester Hours		**16**	***Total of Semester Hours***		**18**
Fourth Year / Fall Semester			**Fourth Year / Spring Semester**		
CRJS 326	Comparative Justice	3	CRJS 455/434	Internship (100-400 hours)	3
CRJS 460	Comprehensive Res.	3	Pre-Law Elective	Elective	3
ELECTIVE		3	ELECTIVE	Elective	3
ELECTIVE		3	ELECTIVE	Elective	3
ELECTIVE		3			
Total of Semester Hours		**15**	***Total of Semester Hours***		**12**
Note: 45 hours of 300 - 400 level courses are required.			**TOTAL HOURS: 121**		
It is highly recommended to take SABS, Business and/or Cybersecurity courses as electives			A minimum of 120 hours is required for graduation.		

* Denotes courses that are only offered in the Fall Semester.

** Denotes courses that are only offered in the Spring Semester.

HISTORY

Degree
A major in history leads to the Bachelor of Arts degree.

Requirements for the History major
The history major requires 30 hours of history courses and 18 hours of cognate courses consisting of six hours of humanities courses, six hours of one social science other than history and six hours of foreign language or six hours of statistics and/or computer science. The Core II social science course (SOSI 111) must be passed with a grade of C or above.

Required history courses:
HIST 201 United States History to 1865
HIST 202 United States History from 1865
HIST 221 Introduction to African American History I
HIST 222 Introduction to African American History II
HIST 311 Renaissance to Revolution: Europe, 1500-1800
HIST 312 Modern Europe 1789-Present
HIST 460 Comprehensive Research and Communication in the Social and Behavioral Sciences

Elective History courses
Nine hours of additional 300-400 level history courses are required. (Note that the period courses: 302, 303, 308, 310, 315, 322, and 352 are only offered in alternate years, and 251, 355, 360, 451, 453, and 499 are only offered as needed.)

Required cognate courses:
Humanities 211* and 212*
Six hours of one social science other than history are required.
Six hours of one foreign language or six hours of computer science and/or statistics are required.
*These are the new Core II requirements; for students who entered after fall 1998. The requirements before 1998 are: HUMN 201, 202 and 301.

Licensure/certification to teach history at the Secondary Education level (grades 7-12).
Students who wish to seek licensure/certification to teach history at the Secondary Education level (grades 7-12) will follow the same curriculum as designed for history majors. In addition, they will also take professional core, supplemental core, and appropriate elective courses in education and follow the policies established by the Division of Education Educator preparation program.\

History minor:
A minor in history requires: HIST 201, 202, 311, 312, and six hours of history electives at the 300 or 400 level.

A Suggested Program for a B.A. Degree in History

Name: _____ Student ID: _____

Catalog: _____ Date this program was developed: _____

First Year / Fall Semester			First Year / Spring Semester		
Course ID	**Title**	**Cr. Hrs.**	**Course ID**	**Title**	**Cr. Hrs.**
FRSM 101	Freshman Seminar	2	FRSM 102	Freshman Seminar	2
ENGL 111	English Communication I	3	ENGL 112	English Communication II	3
MATH 130	College Algebra	3	COSI 118	Intro to Microcomputers	3
SOSI 111	Intro to Power & Society	3	NATS 111	Biological Science	3
HLFW 129	Lifetime Fitness	1	HLFW	One Activity Elective	1
HIST 221	Intro to African American Hist. I to 1895	3	NATS 112	Physical Science	3
Total of Semester Hours		**15**	***Total of Semester Hours***		**15**
Second Year / Fall Semester			**Second Year / Spring Semester**		
HIST 201	United States History to 1900	3	ENGL 205	Human Literary Heritage	3
HIST 222	Intro to African American Hist. II	3	HIST 202	United States Since 1900 to the Present	3
HIST 251	Special Studies	3	**HUMN 212	Human Heritage II	3
HUMN 211	Human Heritage I	3	Elective	General Elective	3
HIST 338	Citizenship and Democracy	3	Elective	General Elective	3
Total of Semester Hours		**15**	***Total of Semester Hours***		**15**
Third Year / Fall Semester			**Third Year / Spring Semester**		
HIST 311	Renaissance to Revolution Europe, 1500 to 1800	3	HIST 312	Modem Europe 1789 to Present	3
HIST 322	Topic in 20th Century American History	3	HIST 315	Modern World History, 17th Century to Contemporary Societies	3
HIST 352	Readings in the History of African Americans	3	HIST 453	Internship in History	3
HIST 453	Internship in History	3	HIST 355	Readings in History	3
HIST 386	Qualitative Research Methods	3	Elective	General Elective	3
Total of Semester Hours		**15**	***Total of Semester Hours***		**15**
Fourth Year / Fall Semester			**Fourth Year / Spring Semester**		
HIST303	Civil War and Reconstruction	3	HIST460	Comprehensive Research and Communication in SABS	3
ELECTIVE	General Election	3	ELECTIVE	General Elective	3
ELECTIVE	Foreign Language/Statistics/Computer Science	3	ELECTIVE	Foreign Language/Statistics/Computer Science	3
ELECTIVE	General Elective	3	ELECTIVE	General Elective	3
ELECTIVE	General Elective	3	ELECTIVE	General Elective	3
Total of Semester Hours		**15**	***Total of Semester Hours***		**15**
Note: 45 hours of 300 - 400 level courses are required.			**TOTAL HOUR: 120**		
It is highly recommended to take Biology courses as electives			A minimum of 120 hours is required for graduation.		

* Denotes courses that are only offered in the Fall Semester.

** Denotes courses that are only offered in the Spring Semester.

INTERDISCIPLINARY STUDIES

The Interdisciplinary Studies Major is designed to enable students to meet general education requirements and individualize the remainder of their education to address more than one main interest. Students may earn a Bachelor of Arts or Science in Interdisciplinary Studies, depending on the selected areas of study. Students interested in pursuing the Interdisciplinary Studies Major will need to complete a proposal for the degree requirements and submit it to the division chair in each area of interest. Once approved by both division chairs, the proposal becomes a contract and dictates the specific degree requirements for that student. The student will be assigned to and advised by the Interdisciplinary Studies Advisor.

Guidelines for Declaring a Major in Interdisciplinary Studies

- Students should submit a proposal to the division chair in each area of interest by the end of their second semester at LeMoyne-Owen.
- The proposed degree will require the successful completion of 120 credit-hours allocated as follows:
    - Core Curriculum Courses (42 hours)
    - Interdisciplinary Major (42 hours)
        - Major Concentration Area I: 18 hours (12 hours must be 300-400 level)
        - Major Concentration Area II: 18 hours (12 hours must be 300-400 level)
        - Interdisciplinary Internship: 3 hours
        - Interdisciplinary Capstone: 3 hours
    - General Electives (36 hours with 15 hours being 300-400 level in any area)
    - Students must have a minimum of 24 graded hours from LeMoyne-Owen College.
    - Note: Any developmental classes required based on the placement tests will not count toward the 120 hours in the major.
- The proposal must be typed (please proofread thoroughly).
- Students will not have an official degree plan until their proposal has been approved. Without an approved degree plan/proposal, students WILL NOT have a contract and WILL NOT:
    - be advised,
    - be cleared to register,
    - receive a degree plan for financial aid purposes,
    - be allowed to file an Intent to Graduate form, or
    - be permitted to graduate.
- After the contract has been secured, a copy will be emailed to the student's loc.edu email account. The original will be placed in the student's file in the Registrar's Office.
- If students need to substitute a course once the contract is secured, they may petition for a change by submitting a Course Substitution Request form to their advisor in that area. Students must discuss these requests with their advisor and submit the appropriate form.

A Suggested Program for a B.A. or B.S., Interdisciplinary Studies

Name: _____ Student ID: _____

Catalog: _____ Date this program was developed: _____

First Year / Fall Semester			First Year / Spring Semester		
Course ID	**Title**	**Cr. Hrs.**	**Course ID**	**Title**	**Cr. Hrs.**
FRSM 101	Freshman Seminar	2	FRSM 102	Freshman Seminar	2
ENGL 111	English Communication I	3	ENGL112	English Communication II	3
MATH 110	Concepts of Algebra	3	HLFW 121	Activity Course	1
HIST 221	Intro to African Amer History	3	NATS 110	Biological Science	3
SOSI 111	Intro to Power and Society	3	MATH 111	Survey of College Math	3
HLFW 129	Lifetime fitness	1	POLS 201	American Government	3
Total of Semester Hours		**15**	***Total of Semester Hours***		**15**
Second Year / Fall Semester			**Second Year / Spring Semester**		
COSI 118	Intro to Microcomputers	3		General Elective	1
ENGL 205	Human Literary Heritage	3		General Elective	3
FREN/SPAN 101	French/ Elementary Spanish I	3		300-400 General Elective	3
NATS 112	Physical Science	3		Major Concentration I	3
HUMN 211	The Awakening World	3		Major Concentration I	3
General Elective	General Elective	3		Major Concentration II	3
Total of Semester Hours		**17**	***Total of Semester Hours***		17
Third Year / Fall Semester			**Third Year / Spring Semester**		
	General Elective	2		General Elective	3
	General Elective	3		General Elective	3
	300-400 General Elective	3		300-400 General Elective	3
	Major Concentration II	3		Major Concentration I	3
	Major Concentration I	3		Major Concentration II	3
	Major Concentration II	3			
Total of Semester Hours		**17**	***Total of Semester Hours***		**15**
Fourth Year / Fall Semester			**Fourth Year / Spring Semester**		
IDST 499	IDST Internship	3	IDST 460	IDST Capstone	3
	300-400 General Elective	3		300-400 General Elective	3
	Major Concentration I	3		Major Concentration I	3
	Major Concentration II	3		Major Concentration II	3
Total of Semester Hours		**12**	***Total of Semester Hours***		**12**
Note:			**TOTAL HOURS: 120**		
			A minimum of 120 hours is required for graduation.		

POLITICAL SCIENCE

Degree
The Political Science Major leads to the Bachelor of Arts degree.

Admission to the Major
To major in political science, a student must have earned a grade of C or better in COSI 118, HIST 221, SOSI 111.

Requirements
The Political Science Major requires 34 semester hours of political science courses, 22 semester hours of specified political science courses and 12 semester hours of elective political science courses. In addition, 18 hours of cognate courses are required.

The required political science courses are:
POLS 201 American Government
POLS 203 State and Local Government
POLS 311 Comparative Government and Politics
POLS 362 Social Statistics
POLS 359 Methods of Social Investigation
POLS 431 Introduction to Political Theory
POLS 460 Political Science Capstone

Elective Courses: An additional 12 semester hours of elective Political Science courses must be completed.

Required cognate courses:
ECON 203 Microeconomic Principles
ECON 204 Macroeconomic Principles

Any two of these three courses:
HIST 202 United States History from 1865
HIST 312 Modern Europe 1789 - Present
SOCI 201 Introduction to Sociology
and either:
FREN 101-102 Elementary French I and II
or
SPAN 101-102 Elementary Spanish I and II

Licensure/Certification to teach Government at the Secondary Education Level (Grades 7-12).
Students who wish to seek licensure/certification to teach Government at the Secondary Education level (grades 7-12) will follow the same curriculum as designed for Political Science majors. In addition, they will also take professional core, supplemental core, and appropriate elective courses in education and follow the policies established by the Division of Education Educator preparation program.

Political Science Minor
A political science minor requires POLS 201, POLS 203, POLS 321 and POLS 431, and six additional semester hours of electives selected in consultation with the area coordinator.

A Suggested Program for a B.A. Degree in Political Science

Name: _____ Student ID: _____

Catalog: _____ Date this program was developed: _____

First Year / Fall Semester			First Year / Spring Semester		
Course ID	**Title**	**Cr. Hrs.**	**Course ID**	**Title**	**Cr. Hrs.**
FRSM 101	Freshman Seminar	2	FRSM 102	Freshman Seminar	2
ENGL 111	English Communication I	3	ENGL112	English Communication II	3
MATH 110	Concepts of Algebra	3	HUMN 211	The Awakening World	3
HIST 221	Intro to African Amer History	3	NATS 110	Biological Science	3
SOSI 111	Intro to Power, Society and SS	3	MATH 111	Survey of College Math	3
HLFW 129	Lifetime fitness	1	HLFW 121	Activity course	1
Total of Semester Hours		**15**	***Total of Semester Hours***		**15**
Second Year / Fall Semester			**Second Year / Spring Semester**		
COSI 118	Intro to Microcomputers	3	SPAN 102	Elementary Spanish II	3
ENGL 205	Human Literary Heritage	3	POLS 203	State and Local Government	3
SPAN 101	Elementary Spanish I	3	General Elective	General Elective	3
HUMN211	Human Heritage I	3	General Elective	General Elective	3
NATS 112	Physical Science	3	HUMN212	Human Heritage II	3
POLS 201	American Government	3			
Total of Semester Hours		**18**	***Total of Semester Hours***		**15**
Third Year / Fall Semester			**Third Year / Spring Semester**		
POLS 384	Methods of Social Investigation	3	POLS 362	Social Statistics	4
General Elective	ELECTIVE	3	POLS Elective	POLS ELECTIVE	3
POLS Elective	POLS Elective	3	POLS 311	Comparative Justice	3
HIST 312 OR SOCI 102	HIST 312 OR SOCI 102	3	General Elective	General Elective	2
ECON 203	Microeconomics	3	General Elective	General Elective	3
Total of Semester Hours		**15**	***Total of Semester Hours***		**15**
Fourth Year / Fall Semester			**Fourth Year / Spring Semester**		
POLS Elective	POLS ELECTIVE	3	POLS 460	Political Science Capstone	3
ECON 204	Macroeconomics	3	POLS 431`	Introduction to political theory	3
General Elective	General Elective	3	General Elective	General Elective	3
General Elective	General Elective	3	General Elective	General Elective	3
			POLS Elective	POLS Elective	3
Total of Semester Hours		12	***Total of Semester Hours***		15
			TOTAL HOURS: 120		
			A minimum of 120 hours is required for graduation.		

SOCIAL SCIENCE
(Interdisciplinary Major)

Degree
The interdisciplinary Social Science major leads to a B.A. degree in social science. It is designed for students interested in society and in understanding their role — both as professionals and as citizens in the world. It is liberal arts major, aimed at helping the student integrate knowledge about the nature of society, its foundations, its institutions, its possibilities, and its problems. The development of analytical, critical, and leadership skills will help the student become a creative contributor to society. Each student designs an individual program based on a theme such as “Contemporary Urban Issues,” “The Law and Society,” or “Third World Studies,” and works out the program with the interdisciplinary coordinator of the Division, who must approve the project.

Admission to the major
Students must have earned a grade of C or better in COSI 118, SOSI 111 and HIST 221 to be accepted as a Social Science major.

Requirements for the Social Science Major
At least 30 hours in the social sciences must be completed with at least twenty-one hours of upper-level courses in economics (see Economics), history, political science, psychology, and sociology. All social science majors must take SOSI 359 (formerly SOSI 304) and SOSI 460. The exact program is worked out by the student and his/her academic advisor and must be approved by the chair of the Social and Behavioral Science Division.

Required Cognate courses:

FREN 101-102	Elementary French I and II
or	
SPAN 101-102	Elementary Spanish I and II

A Suggested Program for a B.A. Social Science

Name: _____ Student ID: _____

Catalog: _____ Date this program was developed: _____

First Year / Fall Semester			First Year / Spring Semester		
Course ID	**Title**	**Cr. Hrs.**	**Course ID**	**Title**	**Cr. Hrs.**
FRSM 101	Freshman Seminar	2	FRSM 102	Freshman Seminar	2
ENGL 111	English Communication I	3	ENGL112	English Communication II	3
MATH 110	Concepts of Algebra	3	HLFW 121	Activity Course	1
HIST 221	Intro to African Amer History	3	NATS 110	Biological Science	3
SOSI 111	Intro to Power and Society	3	MATH 111	Survey of College Math	3
HLFW 129	Lifetime fitness	1		General Elective	3
Total of Semester Hours		**15**	***Total of Semester Hours***		**15**
Second Year / Fall Semester			**Second Year / Spring Semester**		
COSI 118	Intro to Microcomputers	3	HUMN 212	Human Heritage II	3
ENGL 205	Human Literary Heritage	3		General Elective	3
NATS 112	Physical Science	3		General Elective	3
HUMN 211	The Awakening World	3		Major Concentration I	3
	General Elective	3		Major Concentration II	3
	General Elective	3			
Total of Semester Hours		**18**	***Total of Semester Hours***		15
Third Year / Fall Semester			**Third Year / Spring Semester**		
	General Elective	3		General Elective	3
	General Elective	3		General Elective	3
	General Elective	3		General Elective	3
	Foreign Language I	3		Major Concentration I	3
	Major Concentration I	3		Foreign Language II	3
		3			
Total of Semester Hours		**15**	***Total of Semester Hours***		**15**
Fourth Year / Fall Semester			**Fourth Year / Spring Semester**		
SOSI 384	Research Methods	3	SOSI 460	SOSI Capstone	3
	General Elective	3		General Elective	3
	Major Concentration I	3		Major Concentration I	3
	Major Concentration II	3		Major Concentration II	3
	General Elective	3			
Total of Semester Hours		**15**	***Total of Semester Hours***		**12**
Note:			**TOTAL HOURS: 120**		
			A minimum of 120 hours is required for graduation.		

SOCIAL WORK

Degree
The major in Social Work leads to a Bachelor of Science degree.

Requirements for the Social Work major
The major requires a total of 69 semester hours made up of 41 semester hours of social work foundation courses and 28 hours of cognate courses. Majors must meet their CORE II requirement with NATS 110 and BIOL 101. To major in Social Work, a student must have earned a grade of C or better in Hist 221, and SOSI111.

Required Social Work foundation courses are:
SOWK 205 Introduction to Human Service
SOWK 315 Social Policy
SOWK 321 Human Behavior in the Social Environment I
SOWK 322 Human Behavior in the Social Environment II
SOWK 327* Gender Issues in the African American Community
SOWK 350 Social Work Methods I
SOWK 351 Social Work Methods II
SOWK 449 Social Work Field Practicum
SOWK 450 Social Work Field Practice Seminar
SOWK 460 Social Work Capstone
Required cognate courses in the Social and Behavioral Sciences:
PSYC 101 General Psychology
ECON 201 Economics 201
POLS 201 American Government
SOCI 201 Introduction to Sociology
SOCI 205 Social Problems
SOCI 310 Social Psychology
SOCI 312 The Family
SOCI 362 Social Statistics
SOCI 359** Methods of Social Investigation

* (Formerly SOWK 323)
Prerequisites: SOWK 205, SOWK 321 and SOWK 322.
**(Formerly SOCI 304)
Prerequisites: SOCI 201, SOCI 362.

Social Work majors must take NATS 110 and BIOL in meeting the CORE II requirement.

A Suggested Program for a B.S. Degree in Social Work

Name: _____ Student ID: _____

Catalog: _____ Date this program was developed: _____

First Year / Fall Semester			First Year / Spring Semester		
Course ID	**Title**	**Cr. Hrs.**	**Course ID**	**Title**	**Cr. Hrs.**
FRSM 101	Freshman Seminar	2	FRSM 102	Freshman Seminar	2
ENGL 111	English Communication I	3	ENGL112	English Communication II	3
MATH 110	Survey of College Math	3	MATH 111	College Algebra	3
HIST 221	Intro to African Amer History	3	NATS 110	Biological Science	3
SOSI 111	Intro to Power and Society	3	HLFW 129	Lifetime Fitness	1
COSI 118	Intro. to Microcomputers	3	POLS 201	American Government	3
Total of Semester Hours		**17**	***Total of Semester Hours***		**15**
Second Year / Fall Semester			**Second Year / Spring Semester**		
ENGL 205	Human Literary Heritage	3	HUMN 212	The Global Village	3
HUMN 211	The Awakening World	3	SOWK 315	Social Policy	3
SOWK 205	Intro to Human Services	3	PSYC 101	General Psychology	3
ECON 201	Economics	3	SOCI 201	Intro to Sociology	3
HLFW	Activity Course	1	SOCI 205	Social Problems	3
BIOL 101	Biology	3			
Total of Semester Hours		**16**	***Total of Semester Hours***		**15**
Third Year / Fall Semester			**Third Year / Spring Semester**		
SOWK 350	Social Work Methods	4	SOWK 351	Social Work Methods	4
SOWK 321	Human Behavior I	3	SOWK 321	Human Behavior II	3
SOCI 384	Methods of Investigation	3	SOCI 310	Social Psychology	3
SOCI 312	The Family	3	SOCI 362	Statistics	4
Elective	Elective	3	Elective	Elective	3
Total of Semester Hours		**16**	***Total of Semester Hours***		**17**
Fourth Year / Fall Semester			**Fourth Year / Spring Semester**		
SOWK 449	Social Work Practicum	12	SOWK 460	Capstone	3
SOWK 450	Social Work Seminar	3	Elective	Elective	3
			SOWK 327	Gender Issues	3
Total of Semester Hours		**15**	***Total of Semester Hours***		**9**
			TOTAL HOURS: 120		

SOCIOLOGY

Degree
The Sociology major leads to a Bachelor of Arts degree.

Admission to the Major
Students intending to major in sociology must have earned a grade of C or better in COSI 118, HIST 221 and SOSI 111.

Requirements for the Major
The sociology major requires 34 semester hours of sociology courses made up of 19 hours in six specified courses and 18 hours in elective sociology courses. The major also requires 12 hours of cognate courses.

Required sociology courses (19 semester hours)
SOCI 201 Introduction to Sociology
SOCI 310 Social Psychology
SOCI 323 History of Social Thought
SOCI 362 Social Statistics
SOCI 359* Methods of Social Investigation
SOCI 460 Sociology Capstone
*(Formerly SOCI 304) Prerequisites: SOCI 201, SOCI 362.

An additional 18 semester hours of other 300-400 level sociology courses are required.

Required cognate courses
PHIL 202* History of Modern and Contemporary Philosophy
or
HIST 312* Modern Europe 1789-Present
and
FREN 101-102 Elementary French I and II
or
SPAN 101-102 Elementary Spanish I and II
*Must be taken before SOCI 323

Sociology Minor
A minor in sociology requires SOCI 201, 359, 323, 362, and six hours of sociology electives at the 300-400 level.

A Suggested Program for a B.A. Degree in Sociology

Name: _____ Student ID: _____

Catalog: _____ Date this program was developed: _____

First Year / Fall Semester			First Year / Spring Semester		
Course ID	**Title**	**Cr. Hrs.**	**Course ID**	**Title**	**Cr. Hrs.**
FRSM 101	Freshman Seminar	2	FRSM 102	Freshman Seminar	2
ENGL 111	English Communication I	3	ENGL112	English Communication II	3
MATH 110	Concepts of Algebra	3	HLFW 121	Activity Course	1
HIST 221	Intro to African Amer History	3	NATS 110	Biological Science	3
SOSI 111	Intro to Power and Society	3	MATH 111	Survey of College Math	3
HLFW 129	Lifetime fitness	1	SOCI 201	Intro to Sociology	3
Total of Semester Hours		**15**	***Total of Semester Hours***		**15**
Second Year / Fall Semester			**Second Year / Spring Semester**		
COSI 118	Intro to Microcomputers	3	SPAN 102	Elementary Spanish II	3
ENGL 205	Human Literary Heritage	3	SOCI 205 ELECTIVE	Social Problems	3
SPAN 101	Elementary Spanish I	3	SOCI 318 ELECTIVE	Social Deviance	3
NATS 112	Physical Science	3	SOCI 302 ELECTIVE	Intergroup Relations	3
HUMN 211	The Awakening World	3	General Elective	General Elective	3
			HUMN 212	Human Heritage II	3
Total of Semester Hours		**15**	***Total of Semester Hours***		**18**
Third Year / Fall Semester			**Third Year / Spring Semester**		
SOCI 384	Methods of Social Investigation	3	SOCI 362	Social Statistics	4
SOCI 310	Social Psychology	3	SOCI 312 ELECTIVE	The Family	3
SOCI 317 ELECTIVE	Criminology	3	General Elective	General Elective	3
General Elective	General Elective	3	General Elective	General Elective	3
HIST 312 OR PHIL 202	Modern Europe History of Modern	3	General Elective	General Elective	3
Total of Semester Hours		**15**	***Total of Semester Hours***		**16**
Fourth Year / Fall Semester			**Fourth Year / Spring Semester**		
SOCI 323	History of Social Thought	3	SOCI 460	Sociology Capstone	3
General Elective	General Elective	3	SOCI 455 ELECTIVE	Internship - Sociology	3
General Elective	General Elective	3			
General Elective	General Elective	3	General Elective	General Elective	3
General Elective	General Elective	2	General Elective	General Elective	3
Total of Semester Hours		**14**	***Total of Semester Hours***		**12**
Note: 45 hours of 300 - 400 level courses are required.			**TOTAL HOURS: 120**		
			A minimum of 120 hours is required for graduation.		

URBAN LEADERSHIP and SOCIAL JUSTICE
(Interdisciplinary Major)

Degree Requirements
The Interdisciplinary Major in Urban Leadership and Social Justice leads to the Bachelor of Arts degree with a thematic focus regarding Social Justice from a global perspective.

Admission to the Major
The major in Urban Leadership and Social Justice requires students to earn a grade of C or better in COSI 118, HIST 221, and SOSI 111. Majors must complete the required cognate courses listed below with a grade of C or better before enrolling in upper level courses.

* ECON 203 Microeconomic	3 Credit Hours
* ECON 204 Macroeconomics	3 Credit Hours
* ____, foreign language	3 Credit Hours
* ____ foreign language	3 Credit Hours

Public Health Concentration
Eighteen (18) hours of required electives will be chosen from Public Health developing a thematic focus in social justice. The student and faculty member will develop the social justice theme together, from a global perspective.

Twelve additional semester hours chosen from:
Cognate Courses in:

* ECON 203 Microeconomic	3 Credit Hours
* ECON 204 Macroeconomics	3 Credit Hours

Foreign language requirements chose from:

FREN 101-102 Elementary French I and II	6 Credit Hours
or	
SPAN 101-102 Elementary Spanish I and II	6 Credit Hours

See sections on course descriptions.

The students can choose 10 hours of electives across the curriculum which enhance their program of study.

38 hours- Required Courses in Urban Leadership and Social Justice
The required Urban Leadership and Social Justice courses are:
ULSJ 201 American Government
ULSJ 301 Public Administration
ULSJ 338 Citizenship and Democracy
ULSJ 362 Social Statistics
ULSJ 359 Methods of Social Investigation
ULSJ 431 Introduction to Political Theory
ULSJ 460 Political Science Capstone

ULSJ 302 Urban Policy
or
ULSJ 315 Social Policy
SVLG300 An Introduction to the Nonprofit Sector/Philanthropy
SVLG 301 Fundraising Principles and Practices
SVLG398C Student and Community Leadership Initiative
SVLG 398L President's Student Leadership Learning Community

A Suggested Program for a B.A. Degree Urban Leadership and Social Justice

Name: _____ Student ID: _____

Catalog: _____ Date this program was developed: _____

First Year / Fall Semester			First Year / Spring Semester		
Course ID	**Title**	**Cr. Hrs.**	**Course ID**	**Title**	**Cr. Hrs.**
FRSM 101	Freshman Seminar	2	FRSM 102	Freshman Seminar	2
ENGL 111	English Communication I	3	ENGL112	English Communication II	3
MATH 110	Concepts of Algebra	3	HLFW 121	Activity Course	1
HIST 221	Intro to African Amer History	3	NATS 110	Biological Science	3
SOSI 111	Intro to Power and Society	3	MATH 111	Survey of College Math	3
HLFW 129	Lifetime fitness	1	ULSJ/POLS 201	American Government	3
Total of Semester Hours		**15**	***Total of Semester Hours***		**15**
Second Year / Fall Semester			**Second Year / Spring Semester**		
COSI 118	Intro to Microcomputers	3	ULSJ/SOWK315	Social Policy	3
ENGL 205	Human Literary Heritage	3	CRJS 205 ELECTIVE	Social Problems	3
SPAN 101	Elementary Spanish I	3	SOCI 318 ELECTIVE	Social Deviance	3
NATS 112	Physical Science	3	SOCI 302 ELECTIVE	Intergroup Relations	3
HUMN 211	The Awakening World	3	General Elective	General Elective	3
General Elective	General Elective	2	HUMN 212	Human Heritage II	3
Total of Semester Hours		**17**	***Total of Semester Hours***		**18**
Third Year / Fall Semester			**Third Year / Spring Semester**		
ULSJ 384	Methods of Social Investigation	3	ULSJ 362	Social Statistics	4
SPAN 102	Elementary Spanish II	3	ULSJ/POLS 302	Urban Policy	3
General Elective	General Elective	3	ULSJ/POLS 338	Cit & Democracy	3
ECON 203	Microeconomics	3	ULSJ/POLS301	Public Administration	3
SOCI 312 ELECTIVE	The Family	3	ECON 204	Macroeconomics	3
Total of Semester Hours		**15**	***Total of Semester Hours***		**16**
Fourth Year / Fall Semester			**Fourth Year / Spring Semester**		
CRJS 317 ELECTIVE	Criminology	3	ULSJ 460	ULSJ Capstone	3
ULSJ/ADCP 333	Leadership within Organization	3	ULSJ/POLS 434	Internship – ULSJ/POLS	3
ULSJ/SVLG3394	Student and Comm Led Int.	3	CRJS 310 ELECTIVE	Social Psychology	3
ULSJ/ADCP 445	Ethical Issues	3	General Elective	General Elective	3
Total of Semester Hours		**12**	***Total of Semester Hours***		**12**
Note:			**TOTAL HOURS: 120**		
			A minimum of 120 hours is required for graduation.		

AFRICAN AND AFRICAN AMERICAN STUDIES MINOR

The African American Studies minor requires 18 hours of credit from the following courses:

AFRICAN AND AFRICAN AMERICAN STUDIES COURSES

ARTS 212 Basic Drawing I (3)
ARTS 310 Art History I (3)
ARTS 312 Beginning Painting (3)
ENGL 309 African American Literature I (3)
ENGL 310 African American Literature II (3)
ENGL 403 Special Topics in African American Literature (3)
HIST 222 Introduction to African American History II (3)
HIST 307 History of Modern Africa (3)
HIST 308 Blacks in U.S. History before 1865 (3)
HIST 309 History and Culture of Africa (3)
HIST 310 Blacks in U.S. History since 1865 (3)
HIST 352 Readings in the History of Black Americans (3)
MUHI 308 Survey of African American Music (3)
MUHI 329 Black Women Composers (3)
MUHI 412 History of Black Church Music (2)
MUSM413 Church Seminar I
MUSM414 Church Seminar II
POLS 433 Black Politics (3)
RELG 402 Black Church History (3)
SOCI 327 Gender Issues in the African American Community (3)
SOCI 451 Special Studies in Sociology (3)
SOWK 327 Gender Issues in the Black Community (3)

SERVICE-LEARNING COURSES

SVLG 300 Introduction to Nonprofit Sector/Philanthropy (3)
SVLG 301 Fundraising Principles and Practices (3)
SVLG 313 Nonprofit Marketing and Management (3) (not required for Business majors)
SVLG 401 Management Institute (1)
SVLG 434 Internship (9)
SVLG 388 Service Learning (1-12)

PSYCHOLOGY MINOR

The psychology minor requires 21 semester hours, 15 semester hours of specific psychology courses, 3 semester hours of an elective psychology course and 3 semester hours of a cognate course.

Required courses:

PSYC 101 General Psychology I
PSYC 102 General Psychology II
PSYC 350 Psychopathology
PSYC 362 Statistics in the Behavioral Sciences

PSYC 370 Experimental Research Design
Elective courses: Any one of these courses:
PSYC 302 Educational Psychology
PSYC 310 Social Psychology
PSYC 420 History and Systems of Psychology

Required cognate course:
PHIL 202 History of Modern and Contemporary Philosophy

Public Health: Minor
The public health minor requires a total of 19 credit hours which includes 16 credit hours of required courses, and 3 semester hours of an elective public health course.

Required courses:
PUBH 201 Introduction to Public Health (3)
PUBH 203 Introduction to Global/International Health (3)
PUBH 306 Environmental Health (3)
PUBH 360 Principles of Epidemiology (3)
PUBH 362 Social Statistics (4)

SERVICE LEARNING

Program
The LeMoyne-Owen College Service-Learning Program provides structured community based educational opportunities for students to develop their sense of social responsibility and their potential for civic leadership by combining action with reflection. Students engage in direct structured and meaningful activities benefiting the community; and intellectually examine that experience and place it in an academic perspective through readings, discussions and writings.

The program also provides support for faculty, through workshops and serves as a resource center for various syllabi, reading materials and assessment tools. The program functions as a conductor for the creation of internships and other experiential learning opportunities that engage learning with service activities.

The values that students learn from the Service-Learning experiences can help them develop the social and personal skills that will help in their roles as productive members of society.

Prerequisites
To enroll in the Service-Learning course SLVG398 or internships, the student must have junior status with satisfactory academic standing. The classification of a student may be evaluated on an individual basis and waived by the following: academic dean or by the director of the Center for African and African American studies.

ASSOCIATE DEGREE PROGRAMS

An Associate of Arts or an Associate of Science degree is granted when a student satisfactorily completes one of the two programs of study below consisting of 61 credit hours which includes general education and major requirements.

ASSOCIATE OF ARTS DEGREE

A Suggested Program for an Associate of Arts Degree

Name: _____ Student ID: _____

Catalog: _____ Date this program was developed: _____

First Year / Fall Semester			First Year / Spring Semester		
Course ID	**Title**	**Cr. Hrs.**	**Course ID**	**Title**	**Cr. Hrs.**
FRSM 101	Freshman Seminar	2	ENGL112	English Communication II	3
ENGL 111	English Communication I	3	HUMN 211	The Awakening World	3
MATH 110	Concepts of Algebra	3	NATS 110	Biological Science	3
SPCH101	Speech Communication	3	MATH 111	Survey of College Math	3
HLFW129*	Lifetime Fitness	1	Required Course 1	Same Area	3
COSI118	Intro. to Micro Computers	3	HLFW_____*	Activity Course	1
Total of Semester Hours		15	***Total of Semester Hours***		**16**
Second Year / Fall Semester			**Second Year / Spring Semester**		
ENGL 205	Human Literary Heritage	3	SOSI 111	Power and Society	3
HUMN212	Human Heritage II	3	HIST 221	Intro to African American History	3
NATS 112	Physical Science	3	Additional Course 2	Any Area	3
Additional Course 1	Any Area	3	Additional Course 3	Any Area	3
Required Course 2	Same Area	3	Required Course 3	Same Area	3
Total of Semester Hours		**15**	***Total of Semester Hours***		**15**
					TOTAL HOURS: 61

Required Courses in Areas of Fine Arts & Humanities, Social and Behavioral Sciences or Business
Credit Hours: 9

Additional Courses - 9 credit hours in any area

* LOC athletes, ROTC, and Active Reservist students are exempt from HLFW 129 and HLFW Activity course

NOTE: This is only a suggested program which may change according to the circumstances of the student and the schedule of classes.

ASSOCIATE OF SCIENCE DEGREE

A Suggested Program for an Associate of Science Degree

Name: _____ Student ID: _____

Catalog: _____ Date this program was developed: _____

First Year / Fall Semester			First Year / Spring Semester		
Course ID	**Title**	**Cr. Hrs.**	**Course ID**	**Title**	**Cr. Hrs.**
FRSM 101	Freshman Seminar	2	ENGL112	English Communication II	3
ENGL 111	English Communication I	3	HUMN 211	The Awakening World	3
MATH 110	Concepts of Algebra	3	NATS 110	Biological Science	3
SPCH101	Speech Communication	3	MATH 111	Survey of College Math	3
HLFW129*	Lifetime Fitness	1	Required Course 1	Same Area	3
COSI118	Intro. to Micro Computers	3	HLFW_____*	Activity Course	1
Total of Semester Hours		15	***Total of Semester Hours***		**16**
Second Year / Fall Semester			**Second Year / Spring Semester**		
ENGL 205	Human Literary Heritage	3	SOSI 111	Power and Society	3
HUMN212	Human Heritage II	3	HIST 221	Intro to African American History	3
NATS 112	Physical Science	3	Additional Course 2	Any Area	3
Additional Course 1	Any Area	3	Additional Course 3	Any Area	3
Required Course 2	Same Area	3	Required Course 3	Same Area	3
Total of Semester Hours		**15**	***Total of Semester Hours***		**15**
					TOTAL HOURS: 61

Required Courses - Areas of Natural, Mathematical and Computer Sciences - 9 Credit Hours

Additional Courses - 9 credit hours in any area

* LOC athletes, ROTC, and Active Reservist students are exempt from HLFW 129 and HLFW Activity course

NOTE: This is only a suggested program which may change according to the circumstances of the student and the schedule of classes.

COURSE DESCRIPTIONS

ACCOUNTING COURSES

ACTG 201 Principles of Accounting I (3)
This is an introductory course in accounting covering the accounting cycle of business organizations. Its focus is the preparation of financial statements. Prerequisites: MATH 111, 112. (Fall and Spring)

ACTG 202 Principles of Accounting II (3)
This is a continuation of ACCT 201 covering the elements of the balance sheet (for example, cash, receivables, and inventory). Prerequisites: ACCT 201 with a grade of C or higher. (Fall and Spring)

ACTG 300 Managerial Accounting (3)
This course covers uses of accounting information for managerial control. Topics studied include cost definition, accumulation, and allocation, budgeting, breakeven analysis, and variance analysis. Not open to accounting majors. Prerequisites: ACCT 202. (Fall)

ACTG 301 Intermediate Accounting I (3)
This is the bedrock accounting course in the accounting concentration. It reviews the accounting cycle and begins the detailed examination of the elements of the financial statements beginning with the balance sheet's current assets classification. Prerequisites: ACCT 202 with a grade of C or higher. (Fall)

ACTG 302 Intermediate Accounting II (3)
This is a continuation of ACCT 301. The detailed examination of the elements of the financial statements continues beginning with the balance sheet's plant and equipment classification. Prerequisite: ACCT 301. (Spring)

ACTG 303 Cost Accounting (3)
This course is a study of cost systems, including job order costing, process costing, and standard costing. It emphasizes cost accumulation and internal uses of accounting information rather than financial statement preparation. This course may be substituted for ACCT 307 for those not concentrating in accounting. Prerequisite: ACCT 202. (Spring)

ACTG 305 International Accounting (3)
This course examines the convergence of General Accepted Accounting Principles (GAAP) and International Financial Reporting Standards (IFRS). Planning, accounting and control for multinational enterprises (MNE's) will be covered.

ACTG330 Current Issues in Accounting (1-3)
This course covers current topics in accounting. This course will involve reading and research utilizing online resources and business/accounting periodicals. Prerequisite: ACCT 201 and ECON 203. (As Needed).

ACTG 402 Advanced Accounting (3)
This course covers partnerships, business combinations, consolidated statements, insolvency, and current trends in financial reporting. Prerequisite: ACCT 302.

ACTG 405 Advanced Accounting Computer Applications (3)
This course includes advanced techniques for use of computer application packages, an in-depth study of accounting systems design, and financial analysis and presentation of applications of current, and future interest of benefit to the accounting profession. An independent project using microcomputers is required. Prerequisites: COSI 118 and senior standing. (Spring)

ACTG 411 Auditing I (3)
This course is a study of the standards and the procedures used in attestation for various kinds of data. Accounting financial statements are used as examples. Prerequisite: ACCT 302 and ACCT 303. (Fall)

ACTG 412 Auditing II (3)
This course deals with auditing theory, standards and procedures, current trends, and the study of AICPA releases pertaining to auditing. Prerequisite: ACCT 411.

ACTG 414 Tax Accounting (3)
This course involves the study of federal income tax laws and their effect on individual income. Prerequisite: ACCT 301. (Spring)

ACTG 415 Corporate Tax Accounting (3)
This course is a continuation of ACCT 414 with further study of tax problems of corporations.

ACTG 416 Accounting Theory and Research (3)
This course is a study of the framework of ideas, concepts, and principles, which make up the body of knowledge of accounting theory. Open to senior students only. Students will register for BUAD 460. Prerequisite: ACCT 302 and 303 and at least one 400 level accounting course, which can be taken concurrently.

ACTG 451 Special Studies in Accounting I and II (1 to 6 hours)
These are courses with variable content that take advantage of resources not regularly available. Note that ACCT 451 may be repeated for credit as topics vary. The student's transcript will record the specific topic covered in the course. Prerequisite: Permission of instructor. (Fall)

ACTG 452 Special Studies in Accounting I and II (1 to 6 hours)
These are courses with variable content that take advantage of resources not regularly available. Note that ACCT 452 may be repeated for credit as topics vary. The student's transcript will record the specific topic covered in the course. Prerequisite: Permission of instructor. (Spring)

FINANCE COURSES

ADCF 218 Advanced Microcomputer Applications to Business (3)
This course will provide students with advanced applications in Microsoft Excel geared toward courses in finance. Prerequisites: COSI 118 or permission of the instructor.

ADCF 300 Introduction to Financial Management (3)
This is an introductory course in finance. The course considers markets in which funds are traded, the institutions that participate and facilitate the flow of funds, and the principles and concepts of financial management needed for making sound decisions. Prerequisites: Permission of the division chair or ADCF coordinator. (Fall and Spring).

ADCF 314 Corporation Finance (3)
This course is concerned with the tools of financial analysis. Topics include financial statement analysis, forecasting, cash flow analysis, current asset management, capital structure, and capital budgeting. Prerequisites: ADCF 300. (Fall and Spring).

ADCF 400 Investments (3) (formerly ADCF 406)
This course covers the use of analytical techniques to evaluate investment opportunities. The course addresses available investment instruments and considers the ways capital markets currently work; provides a consideration of ways for evaluating current investments and futures in the financial market. Prerequisites: ADCF 320. (Fall and Spring).

ADCF 455 Strategic Financial Management (3)
This course utilizes the case method and basic tools of corporation finance for integrated topics in finance. The course embraces liquidity planning, profit control, debt capacity, the cost of capital, and an analysis of the concept of leverage as applied to source of funds. This course is recommended for finance concentrators. Prerequisite: ADCF 457 or permission of instructor. (Fall and Spring).

ADCF 457 Seminar in Business Finance
This course utilizes periodicals, online resources, and guest speakers to focus on current topics in finance. Students are given an opportunity to apply principles previously learned and to prepare for final case studies and projects in ADCF 460. This course is recommended for finance concentrators. Prerequisite: ADCF 400 or permission of instructor. (Fall and Spring).

SUPPLY CHAIN MANAGEMENT COURSES

ADSC 407 Introduction to Supply Chain Management. (3)
Introduces the interrelationships and integrates the supply chain functions across all entities at execution, operational and strategic levels. This course provides an overview of the entire supply chain planning process. This course also introduces the essential concepts and components of the physical distributions and standardization as elements of the total supply chain. Prerequisite: Approval from ASAP Coordinator or Division Chair. (Fall/Spring)

ADSC 409 Transportation/Logistics. (3)
This course will introduce the role of logistics and transportation planning in the supply chain as a whole. Provides an overview of the key elements and components of logistics as well as the different logistic channels and the implications of different competitive positions. Topics will also include transportation routing and scheduling, the integration of transportation strategy with supply chain strategy. Prerequisite: ADSC 407 and Approval from ASAP Coordinator or Division Chair. (Fall/Spring)

ADSC 411 Warehouse Operations. (3)
This course will introduce basic inventory concepts to include inventory fulfillment, managing inventorying, and inventory performance metrics. Topics to include are distribution, hazmat, household goods, warehouse processes, metric theory, storage and retrieval, tracking and returns management. Prerequisite: ADSC 407 and Approval from ASAP Coordinator or Division Chair (Fall/Spring)

ADSC 415 Contract Law and Negotiations. (3)
This course examines the basic elements of an agreement, identifying contracting considerations, contract performance and rights in contract relationships. Also identifies responsibilities, obligations and defenses to performance, warranties and product liability, introduction to the negotiation process and conducting the negotiation. Prerequisite: ADSC 407 and Approval from ASAP Coordinator or Division Chair. (Fall/Spring)

ADSC 417 Total Quality Management. (3)
This course provides the framework for optimum quality, specifications and supplier certification. The course will review fundamentals of quality. Course will also address the manufacturing resource planning process to include system characteristics, planning hierarchy, and assessment. Prerequisite: ADSC 407 and Approval from ASAP Coordinator or Division Chair. (Fall/Spring)

ADSC 419 Overview of International Logistics. (3)
An overview of global supply chain management and international logistics. Review the major forces and trends impacting global supply chains. Prerequisite: ADSC 407 and Approval from ASAP Coordinator or Division Chair. (Fall/Spring)

ADSC 421 Supply Chain Leadership. (3)
Course examines how companies determine competitive advantage from their supply chains. Course is designed as a research project to observe today's and tomorrow's leaders and the growing industry impact of supply chain excellence. Prerequisite: ADSC 407 and Approval from ASAP Coordinator or Division Chair. (Fall/Spring)

ADSC 423 Value Analysis/Value Engineering. (3)
Course identifies lower-cost product and service designs. Course describes the principles, evaluation and decision-making components of value analysis and value engineering. Prerequisite: ADSC 407 and Approval from ASAP Coordinator or Division Chair. (Fall/Spring)

ADSC 425 APICS (Advancing Productivity, Innovation and Competitive Success). (3)
Introduction of certification requirements for Production/Inventory Management and Supply Chain Management. Prerequisite: ADSC 407 and Approval from ASAP Coordinator or Division Chair. (Fall/Spring)

ACADEMIC INTERVENTION MANAGEMENT/RETENTION COURSES

AIMR 010 Academic Intervention Management/Retention (1)
This course is designed as a supportive measure for students on academic probation to help them attain Academic Good Standing. Successful completion of the course means continued matriculation at LeMoyne-Owen in accordance with the academic standards of the College as articulated in the latest handbook. Failure to complete this course will be grounds for academic suspension. Enrollment is limited to students on academic probation or others as directed by the Academic Standards or Admissions Review Committee. (Fall and Spring)

ART COURSES

ARTS 100 Basic Design (3)
This course is an explanation of basic art principles, elements, and concepts with emphasis on two-dimensional and three-dimensional organizational problems. African art is studied as the foundation on which modern art's fundamental principles developed. As needed.

ARTS 200 Introduction to Ceramics (3)
This course includes principles and practices in pottery making with coil, slab, and wheel methods employed. Study of various decorating and glazing processes is included. Prerequisites: ARTS 100 (As needed.)

ARTS 212 Basic Drawing I (3)
This course is a study of the fundamentals of drawing to develop skills and freedom in creative expression. Emphasis is on historical development of drawing styles related to the African American artist in use of line, value, and development of form. (As needed.)

ARTS 213 Basic Drawing II (3)
This course is a study of the fundamentals of drawing, in an attempt to develop skills and freedom in creative expression. Emphasis is on historical development of drawing styles as they relate to the African American artist in use of line, value, and development of form. This is a continuation of ARTS 212. (As needed.)

ARTS 220 3-Dimensional Design (3)
This course focuses on the fundamental elements and concepts of three-dimensional design. Prerequisite: ARTS 100. (Spring)

ARTS 300 Art Survey (3)
This comprehensive survey covers the visual arts from prehistory to present. Offered on an alternating basis.

ARTS 303 Professional Practices in the Graphic Arts (3)
This class emphasizes issues relevant to the graphic arts industry, including copyright law and other legal issues, ethics, pricing and marketing artwork, trade customs, and professional business practices. Prerequisite: ARTS 317. (As needed.)

ARTS 305 Photography (3)
This course introduces the fundamentals of digital photography with emphasis on basic photographic techniques of such imaging devices as cameras, cell phones, video cameras. Image capture is the focus of the class. Students supply their own digital camera. (Spring.)

ARTS 310 Art History I (3)
This course focuses on main currents in art history from prehistory to the end of the Middle Ages, including a major section on African traditional art. Prerequisite: ARTS 300 or permission of instructor. Offered on an alternating basis.

ARTS 311 Art History II (3)
This course focuses on main currents in art history from the Renaissance to the Twentieth Century. Prerequisite: ARTS 300 or permission of instructor. (Offered on an alternating basis.)

ARTS 312 Beginning Painting (3)
This basic studio course is offered to students interested in painting. Projects are centered around the influence of African art on Twentieth Century styles, using color and design principles. (As needed.)

ARTS 313 Intermediate Painting (3)
This is a continuation of ARTS 312 - focusing on individual subject matter and development of techniques. (As needed.)

ARTS 315 Beginning Sculpture (3)
This basic studio course is for students interested in producing sculpture. Heavy concentration is given to the design principles of African art. (As needed.)

ARTS 316 Intermediate Sculpture (3)
This course focuses on individual sculptural problems and development of techniques. Prerequisite: ARTS 315. (As needed.)

ARTS 317 Introduction to Macintosh (3)
This class highlights basic navigation in Macintosh-the desktop, mouse, keyboard, windows, menus, and dialog boxes--with a detailed examination of memory, storage, disk organization, aliases, and file operations. The Macintosh OS (operation system), font management, networking, and an overview of graphic file format are covered, as are techniques for solving common software and hardware problems. One Macintosh computer per student is assigned for the course. * Prerequisite: Permission of Instructor. (As needed.)

ARTS 318 Typography & Layout (3)
This class concentrates on the fundamentals of visual design, layout, and mechanical reproduction of printed communications. Topics include a historical overview of typography and printing, basic principles of composition, study of type and its architecture, non-digital mechanical preparation, mounting and presentation techniques, and graphic arts terminology. Emphasis will be placed on using graphics and typography software (Adobe Illustrator) to effectively communicate through class projects, discussion, and critique. Prerequisite: Permission of Instructor. (As needed.)

ARTS 320 Intermediate Ceramics (3)
This course focuses on practice in pottery making, glazing, decorating, and firing methods. Emphasis will be placed on three-dimensional design in ceramic materials. Prerequisite: ARTS 200. (As needed.)

ARTS 321 Print Production I (3)
This course covers electronic prepress production of page layouts and documents. Emphasis is placed on mastering the basics of page layout--including setting up master pages, importing and formatting text, using tabs and paragraph formats, and working with imported photos and art while learning to create forms, tables and multi-column, multi-page documents. Professional typography and typesetting techniques, file management, and publishing excellence will be stressed. One Macintosh computer is assigned per student for the course. * Prerequisite: ARTS 317

ARTS 322 Pixel Imaging I (3)
Introduction to photographic image editing and manipulating via Adobe Photoshop. Emphasis is placed on desktop scanning basics, color correcting, electronic photo retouching, image manipulating, and painting using channels and layers. Topics include image and output resolution, working with

clipping paths and using channels and layers. Mastering selection, painting, and editing tools are a basic to this course. One Macintosh computer per student is assigned for the course. * Prerequisites: ARTS 317

ARTS 323 Vector Illustration I
This course introduces computer illustration using vector-based editing software. Emphasis will be placed on the creation of object-oriented graphics, line art, and technical illustration by mastering the pen tool, using tracing templates, creating and editing display type and type outlines, working with 4-color process and custom spot color, and working with layers and masks. One Macintosh computer per student is assigned for the course. * (As needed.)

ARTS 332 History of Modern Art (3)
This course focuses on the development of the visual arts in the Twentieth Century. Prerequisite: ARTS 300 or permission of instructor. Offered on an alternating basis.

ARTS 335 Imagination and Cultural Expressions in Early Childhood Classrooms (3)
In this course, students will explore the creative process through art, music, dance, and drama. The emphasis will be on the arts as communication, as a reflection of culture and history, and as a tool for integrating all aspects of the early childhood curriculum. (15-hour field experience is required). (As needed.)

ARTS 399 Co-Op Experience (3) (As needed)

ARTS 401 Advanced Ceramics (3)
This course focuses on practice in pottery making, glaze composition, and development of contemporary ceramics. Prerequisite: ARTS 320. (As needed.)

ARTS 403 Advanced Painting (3)
This course focuses on advanced problems in oil and acrylic painting. Prerequisite: ARTS 313. (As needed.)

ARTS 405 Advanced Sculpture (3)
This course focuses on individual development of sculptural problems and techniques. Prerequisite: ARTS 316. (As needed.)

ARTS 406 Basic Computer Illustration (3)
An introduction to computer illustration using Adobe Illustrator. Emphasis will be placed on the creation of object-oriented graphics, line art, and technical illustration by mastering the pen tool, using tracing templates, creating and editing display type and type outlines, working with 4-color process and custom spot color, and working with layers and masks. One Macintosh computer per student is assigned for the course. * Prerequisite: ARTS 317. (As needed.)

ARTS 407 Advanced Computer Illustration (3)
This course introduces advanced computer illustration techniques using skills acquired in ARTS 322 Pixel Imaging I and ARTS 323 Vector Illustration I. Students learn advanced features of Adobe Illustrator and also learn to create illustrations using a variety of programs in combination. One Macintosh computer per student is assigned for the course. * Prerequisite: ARTS 406.

ARTS 410 Introduction to Interactive Multimedia (3)
Introduction to interactive multimedia, theory, and practice. Emphasis will be placed on conceptualizing and planning interactive multimedia projects, navigation, storyboard preparation and user interface design. Students will learn to produce graphics and animation and to edit sound and script in an interactive program using Flash, Imovie, and IDVD Software in combination with other programs. One Macintosh computer per student is assigned for the course. * Prerequisites: ARTS 317 and ARTS 406.

ARTS 411 Video Editing I (3)
This is an introduction to desktop postproduction for small- and full- screen viewing. Topics include storyboarding and preparing video and graphic images for transfer to videotape and for use in multimedia presentations. Other topics are video editing, transitions, special effects, animation, and moving typography. Students use video and still images to create QuickTime movies suitable for use in interactive multimedia production. One Macintosh computer per student is assigned for the course. * Pre-requisites: ARTS 406, ARTS 317.

ARTS 412 3D Modeling (3)
This is a course in the creation and manipulation of 3D graphics. Topics covered include the accurate visualization and representation of 3D models; positioning objects in 3-space; light & shadow; positioning of lights and cameras; rendering, creation, and application of textures; designing environments; and planning and executing in 3D. Prerequisites: ARTS 406, ARTS 317.

ARTS 413 Web Design (3)
This class will cover production and placement of graphic images into electronic documents for display over the Internet. Students will be introduced to Adobe Dreamweaver Software. Students will create and load a personal website for display over the Internet. One Macintosh computer per student is assigned for the course. * Prerequisites ARTS 406, ARTS 317.

ARTS 451 Special Studies in Art (3)
This course is intended to provide flexibility in the selection of course content in utilizing resources and programs not regularly available. Student's record will indicate the exact title describing content. Prerequisite: Permission of instructor. (As needed.)

ARTS 452 Special Studies in Art (3)
This course builds upon the esoteric elements developed in ARTS 451. Prerequisite: Permission of the instructor. (As needed.)

ARTS 453 Internship in Art (3)
This course is designed to give students practical experience in art through any qualified agency operating throughout the U.S. Prerequisite: Permission of instructor. (Fall or Spring.)

ARTS 460 Senior Capstone (3)
In this course, the student prepares work for and completes a senior exhibition as well as completes a professional resume and portfolio. The work is done under supervision of the art faculty. Prerequisite: Completion of all Art major required courses. (As needed.)

ARTS 499 Art Co-Op Experience (3)
This is an optional offering for students to earn academic credit through specially structured work experiences complemented by an academic exercise, or through special programs combining on-the-

job training with academic projects. Students must confer with their advisor prior to enrollment and must receive approval from the advisor, instructor, and division chair for specific projects prior to registration. Prerequisite: Sophomore status and consent of instructor. (As needed.)

MANAGEMENT COURSES

ASAP 213 Budget Accounting (3)
This course will introduce the major requirements of Governmental Accounting Standards Board (GASB), a review of Government Auditing Standards (GAS), and the Single Audit Act for state and local governments. This course will examine the distinction between profit versus non-profit organizations and local government. Encumbrances will also be reviewed for future commitments of resources prior to an actual expenditure. Prerequisites: None (Fall/Spring)

ASAP 219 Faith-Based Leadership and Administration (3)
This course focuses on the administration/management, leadership, and organizational structures designed to enhance the quality of faith-based organizations. The course will identify "best practices" for leading faith-based organizations and will utilize the systems organization theory to assist faith-based organizations in realizing their potential. Prerequisites: None (Fall/Spring)

ASAP 225 Personal Finance (3)
This course is designed to allow students to manage money effectively on a personal basis. Topics covered include financial starting points, budgeting, principles of insurance, consumer credit, investment principles, buying and selling stocks and bonds, retirement, and estate transferal; also open to non-business majors.

ASAP 228 Ethics (3)
This course is an introduction to basic types of ethical theories and applications to decision making. It identifies moral issues involved in business management and examines the interaction between organizations and the larger social/political system in which it operates. It acquaints the student with the social responsibilities of business decision making. Prerequisites: None (Fall/Spring)

ASAP 300 Sports Management (3)
This is an introductory course that will examine the issues of management within the context of the sports industry, the historical foundations of American sports, the importance of marketing, brand marketing and the marketing mix. The course will also examine legal issues and risk analysis, licensing, the focus of advertising and corporate sponsorships in the sports industry. Prerequisite: BUAD 103 Introduction to Business

ASAP 301 Group Process (3)
This course deals with group behavior and how group functioning affects organizational effectiveness. The emphasis is on decision-making and conflict resolution groups. Students in this course develop strategies for efficient and productive group management and consider which tasks are best handled by groups or by individuals.

ASAP 303 Career Education and Skills Seminar (3)
This introductory course in the Accelerated Degree Completion Program provides students with a detailed overview of the program in which career patterns are reviewed, future trends are examined, and goals assessed through exercises and activities. Students will prepare a portfolio of professional learning experiences. (Fall and Spring).

ASAP 302 Career and Life Assessment (3)
Career patterns are reviewed and analyzed, and goals assessed through exercises and activities. Theories about life development and life stages are explored. Future trends are examined in relation to changing lifestyles. Students prepare a portfolio of professional experiences that involve college level learning.

ASAP 308 Organizational Communications (3)
This course is concerned with professional writing and oral presentation in a business environment. Heavy emphasis is placed on the writing and oral presentation of business letters, memoranda, reports, and executive summaries. Students receive instruction and feedback on preparing for a presentation, content and use of visual aids and technology, effective delivery, handling of questions and criticisms. Students will be given group projects to help to improve their ability to interact within small groups. (Fall and Spring).

ASAP 309 Managerial Economics (3)
This course provides an overview of basic economic principles and their application to a single business unit. Some case studies are used. (Fall and Spring).

ASAP 313 Principles of Financial Accounting (3)
This course covers the principles of financial accounting focusing more on the interpretation of reports rather than the preparation of reports. (Fall and Spring).

ASAP 321 Management Theory (3)
This course is concerned with the management functions and tasks that are common to all organizations. Topics to be covered include schools of management thought, planning, organization, control, motivation, work groups, leadership, organization change, managerial decision-making and information systems. (Fall and Spring).

ASAP 324 Music Publishing (3)
This course will examine the components of publishing to include song registration, licensing, collection of royalties and creativity. This course will also examine the licensing of additional revenue such as ringtones, copyright protection, Performing Rights organizations and their roles: American Society for Composers, Authors and Songwriters (ASCAP), Broadcast Music Incorporated (BMI) and Sound exchange (PRO for digital technology). Prerequisite: BUAD 216 Introduction to Music Business

ASAP 333 Leadership within the Organization (3)
Students examine the formal and informal functions of leadership in an organization and analyze an agency or other organization based on a systems model. Students analyze organizational problems using a formal step by step method. The work in this course is applied to the senior thesis.

ASAP 335 Managerial Marketing (3)
This course emphasizes the marketing function in the aggregate economy. Topics include marketing principles; interpreting the consumer behavior in light of culture; values and social norms in buying and selling; marketing theories and their applications in the business world; and selected case-studies and discussion. (Fall and Spring).

ASAP 345 Human Resource Management (3)
This course is designed to cover issues concerning human resource management. Students will be taught the theory and application of current human resource management topics. Topics include staffing, performance appraisal, training, compensation, legal issues, and other programs for organization. (Fall and Spring).

ASAP 356 Business Statistics (3)
This course is intended for students majoring in accounting, business administration and economics. The course covers methods of collecting, analyzing, and presenting data. It includes computation of measures of central tendency and variation, regression, correlation, and time series analysis. (Fall and Spring).

ASAP 360 Introduction to Business Research (3)
This course focuses on the basics of research writing including the research process, using the library, reading for research, evaluating and using evidence, and Internet resources. This provides the foundation for the senior capstone project. Students must do a substantial amount of work outside the class extending into the next semester. (Fall and Spring).

ASAP 390 Entertainment and Social Media Marketing (3)
This course is an overview of the importance of social media interaction with fans/audiences, an understanding of the marketing concept that applies to the entertainment industry, marketing campaigns, development of promotions/promotional materials. Prerequisite: BUAD 216 Introduction to Music Business

ASAP 413 Managerial Accounting in Business (3)
This course covers the study of accounting as it relates to managerial control. Topic studies include financial statement analysis, cost control, budgeting and quantitative accounting techniques for decision-making in management. (Fall and Spring).

ASAP 420 Business Legal Environment (3)
This course is designed to acquaint students with principles of law involved in ordinary business transactions with special emphasis on general contracts, negotiable instruments and bailments, real and personal property, deeds, mortgages, torts, sales, and insurance. ASAF 445 F (Labor Relations and negotiating Skills has been consolidated into this course) (Fall and Spring).

ASAP 440 Ethical Issues in Leadership
This course focuses on values, both social and personal. It is designed to help students identify the value systems they and others possess, to understand the world views from which they arise, and to explore the practical implications of these value systems, particularly in the area of business. *Note:*

ASAP 445 Labor Relations and Negotiating Skills (3)
This course has been replaced by ADCF 310 Introduction to Financial Management

ASAP 450 The Global Business Environment (3)
This course deals with the world economic environment in which international business operations take place. The topics covered include the nature and scope of international business, the rationale for international trade policies, and the problems and issues facing the multinational corporation today. (Fall and Spring).

ASAP 457 Capstone Project I (3)
The senior capstone is the most challenging part of the program. Each student engages in a research project addressing a problem related to his/her work or area of interest. Students will complete extensive secondary research for topics defined in ASAP360. (Fall and Spring).

ASAP 460 Capstone Project II (3)
This course is the continuation of ASAP 457 and the culmination of the process begun in ASAP 360. Research Writing. Students will complete extensive primary research for topics further refined in ASAP 457. The completed project will be turned in to the capstone coordinator and an in-class presentation will be completed to the class. Fall and Spring.

BIOLOGY COURSES

BIOL 101 General Biology I (3)
This course focuses on the chemistry of life, cell structure, scientific method, metabolism, cell reproduction, genetics, evolution, general body systems as well as the chemical basis of heredity and protein synthesis. Prerequisite: Core II status. (Fall and as needed)

BIOL 101L General Biology I Lab (1)
This course focuses on experiments dealing introductory cell and molecular biology with emphasis on experimental theory, design and interpretation of data along with the basic concepts covered in BIOL 101. One two-hour lab per week. Pre or Corequisite: BIOL 101. (Fall and as needed)

BIOL 102 General Biology II (3)
Continuation of BIOL 101 including origin and diversity of life, survey of animal and plant kingdoms, habitats of major plant and animal types and basic principles of ecology and major ecosystem types. Prerequisites: BIOL 101 and BIOL 101L. (Spring and as needed)

BIOL 102L General Biology II Lab (1)
This course focuses on experiments dealing with basic concepts covered in BIOL 102 along with application of relevant scientific methods. One two- hour lab per week. Prerequisite: BIOL 101, BIOL 101L; Pre or Corequisite: BIOL 102. (Spring and as needed)

BIOL 201 General Anatomy and Physiology I (3)
This is the first half of a two- semester course exploring human anatomy and physiology. Students in entry-level anatomy and physiology courses can expect a general overview of the systems and structure of the human body. Just like most introductory anatomy and physiology classes, students are guided through the organized functions of the human body. After finishing this class, students should be comfortable with terminology related to human anatomical structure to prepare for a health profession. The course covers cellular metabolism, tissues, and the following body systems: skeletal, muscle, cutaneous, and nervous. This course is not designed for a Biology Major. Three lecture hours per week. (Fall)

BIOL 201L General Anatomy and Physiology I Lab (1)
General Anatomy and Physiology Laboratory I course will investigate the structure and function of the human body. Topics covered will include general cellular metabolic pathways, types of epithelia, basic organization of the body and body cavities, and the eight types of tissue. The course will also cover the following systems: Skeletal, Muscular, Cutaneous and Nervous. We will use microscopic slides, models and dissections of preserved animals. Laboratory experiences should allow the

student to use the microscope, models, and in some circumstance's parts of their own bodies such as measuring the length of their arms, legs, fingers, etc. Emphasis is on developing the ability to ask questions, to observe, to experiment, to measure, to use tools of science, to gather data, and to communicate findings. Dissection of small, preserved animal specimens will be an important part of exploring anatomical structures. Through actively investigating and discussing scientific ideas using a variety of tools, students will become confident scientific thinkers. Lab meets 110 minutes per week. Co-requisite: BIOL 201.

BIOL 202 General Anatomy and Physiology II (3)
This is the second half of a two-semester course exploring human anatomy and physiology. It investigates the following body systems: endocrine, digestive, respiratory, circulatory, lymphatic (including the immune response), urinary, and reproductive. Dissection of preserved animals is required. This course is not designed for a Biology Major. Three lecture hours per week. Prerequisite: BIOL 201 (Spring)

BIOL 202L General Anatomy and Physiology II Lab (1)
General Anatomy and Physiology Laboratory II course will continue the investigations (BIOL 201-L) of the structure and function of the human body. Topics covered will include the histology and anatomy of the following systems: endocrine, digestive, respiratory, circulatory, lymphatic (including the immune response), urinary, and reproductive. We will be using microscopic slides for the histological studies, models and dissections of preserved animals. Emphasis is on developing the ability to ask questions, to observe, to experiment, to measure, to use tools of science, to gather data, and to communicate findings. Through actively investigating and discussing scientific ideas using a variety of tools, students will become confident scientific thinkers. Lab meets 110 minutes per week. Co-requisite: BIOL 202.

BIOL 204 Ecology (3)
This course is a study of the relationship between living organisms and their environment. The course covers the biogeochemical cycle, environmental factors influencing living organisms, and population structure and dynamics. Energy flow in the ecosystem is stressed. Three hours of lectures per week. Prerequisite: none. (Fall)

BIOL 206 Medical Terminology (3)
This course is a study of medical vocabulary as it pertains to organ systems. Diagnostic and epidemiological terminology will be included. Three hours of lectures per week. Prerequisite: none. (Spring)

BIOL 208 Human Nutrition (3)
This course is a study of basic food groups, vitamins and minerals, dietary requirements, digestion and utilization of nutrients, vitamin deficiency diseases, metabolism and the special nutrient requirements of pregnant/lactating women and infants. Three hours of lectures per week. Prerequisites: NATS110. (As needed)

BIOL 214 Introduction to Microbiology (3)
This course is designed for biology non majors who intend to pursue a career in Nursing and other related health careers. This introductory course in microbiology emphasizes the principles of basic morphology, physiology, modes of transmission, biochemistry, and genetic mechanisms of microorganisms. The course will include a survey of representative types of microorganisms and the

role of pathogenic organisms in causing diseases and infections. In addition, the course will cover some aspects of the following topics: The Microbial Universe, the Unity of Living Systems, Metabolism, Reading the Code of Life, Genetic Transfer, Microbial Evolution, Microbial Diversity, Microbial Ecology, Microbial Control, Microbial Interactions, Human Defenses, Microbes and Human Diseases. The course meets three hours per week. Prerequisites: none. (Fall)

BIOL 214L Lab Introduction to Microbiology (1)
The lab will cover hands-on experience in Microbiology such as: Lab safety, aseptic techniques, techniques of making different types of microbial media, culture techniques and maintenance of microbial cultures, isolation and identification of microbes, and testing antimicrobial agents on microbes. The lab meets 110 minutes per week. Co-requisite: BIOL 214. (Fall)

BIOL 301 Vertebrate Embryology (3)
This course is a study of vertebrate embryological development beginning with the fertilization of the egg and continuing through the stages of cleavage and development of organs and organ systems. Three hours of lectures per week. Prerequisites: BIOL 102 and BIOL 308. (Fall or Spring.)

BIOL 301L Vertebrate Embryology Lab (1)
This course focuses on identification of various stages of embryological development in frogs, chickens, and pigs using prepared slides and by incubating chicken eggs. One two-hour lab per week. Pre or Corequisite BIOL 301. (Fall or Spring.)

BIOL 303 Genetics (3)
This course is a study of genetic principles, Mendel's laws, monohybrid and dihybrid crosses, the chemical and physical structure of chromosomes, the genetic code, mutation, population genetics, human genetic disorders and advances in genetic engineering. Three hours of lecture per week. Prerequisites: BIOL 101, BIOL 102, CHEM 102, and MATH 145. (Fall or Spring.)

BIOL 303L Genetics Lab (1)
This course focuses on mitosis in root tip squashes, meiosis in Rheo discolor, polytene chromosome in dipteran salivary gland squash, isolation of DNA, electrophoresis, restriction analysis and transformation in E. coli, inheritance of Mendelian trait in fruit flies. One two-hour lab per week. Pre- or Corequisite BIOL 303. (Fall or Spring.)

BIOL 304 Microbiology (3)
This course is designed to acquaint students with the principles and techniques unique to the field of microbiology. Topics covered are taxonomy, morphology, physiology, genetics, growth and metabolism of microorganisms. Special emphasis is placed on medical, environmental, food, water, and industrial microbiology. Three hours of lectures per week. Prerequisites: BIOL 102 and CHEM 102. (Fall or Spring.)

BIOL 304L Microbiology Lab (1)
This course focuses on microscopy, aseptic transfer techniques, wet mount preparation and observation, smear preparations, staining techniques such as simple staining, gram stain, acid-fast stain, endospore stain, pour-plate technique, streak-plate and spread-plate techniques, disinfectants and antiseptics, antibody disk sensitivity testing. One two-hour lab per week. Pre- or Corequisite BIOL 304. (Fall or Spring.)

BIOL 306 Cell Biology (3)
This course is a comparative study of the organization and function of eukaryotic (plant, animal, and bacterial) cells. Concepts include cell structure, metabolism, biochemistry and molecular genetics. Three hours of lecture per week. Prerequisites: BIOL 102 and CHEM 102. (Fall or Spring.)

BIOL 306L Cell Biology Lab (1)
This course focuses on preparation of different solutions, identification of carbohydrates, proteins, and lipids, isolation of protein, electrophoretic separation of protein and DNA, different types of chromatography and spectrophotometry. One two-hour lab per week. Pre- or Corequisite BIOL 306. (Fall or Spring.)

BIOL 308 Anatomy and Physiology I (3)
This course focuses on the study of the structure of the human body. The gross and microscopic anatomy of each organ system will be presented. Three hours of lecture per week. Prerequisites: BIOL 102 and CHEM 101. (Fall)

BIOL 308L Anatomy and Physiology I Lab (1)
This course focuses on microscopy, identification of chosen specimens on slides, cells, tissues, organs, and glands. Dissection of the representative available lab animals, preserved specimens of human organs, identification of body parts using models - human torsos or cadavers if available. One two-hour lab per week. Pre- or Corequisite BIOL 308. (Fall).

BIOL 309 Anatomy and Physiology II (3)
This course is a survey of physiological systems and their interrelationships in living organisms. Three hours of lecture per week. Prerequisites: BIOL 308 and CHEM 102. (Spring.)

BIOL 309L Anatomy and Physiology II Lab (1)
This course focuses on pulmonary and cardiovascular function tests, urine analysis, and dialysis. One two-hour lab per week. Pre- or Corequisite BIOL 309. (Spring.)

BIOL 323 Immunology (3)
This is an introductory course in the study of the immune system. Topics covered include the mechanisms involved in host-parasite interactions and innate and specific immunity. Current scientific topics are reviewed including recent developments in immunology such as the development of new vaccines. Three hours of lecture per week. Prerequisites: BIOL 102 and CHEM 102. (Fall or Spring or as needed.)

BIOL 330 Biostatistics (3)
In this course, biological and biomedical data are used to illustrate the applications of statistics to biology and to the interpretation of biomedical data. Topics include binomial, and normal distribution, test of hypothesis, chi-square, t-test, f-test, analysis of variance, regression and covariance. Three hours of lecture per week. Prerequisite: MATH 145. (Fall or Spring or as needed.)

BIOL 350 Urban Ecology (3)
This course will focus on the harmful effects of environmental pollution on living organisms, especially humans. It will prepare students to understand the ecological and environmental dynamics that operate in urban ecosystems and communities. Prerequisites: BIOL 101 (Lecture and Lab): BIOL 102 (Lecture and Lab)

BIOL 398 Biology Practicum I (1)
A volunteer work experience that implements specific Biology content is used to provide practical experience in the discipline. The experience may be conducted on campus or off campus with a minimum of 15 field hours required. The student must have arranged for the volunteer experience and have approval of the proposed work experience before registering for the course. A formal presentation of the accomplishments in the experience is required. Prerequisite: Approval of Instructor

BIOL 399 Biology Practicum II (1)
A volunteer work experience that implements specific Biology content is used to provide practical experience in the discipline. The experience may be conducted on campus or off campus with a minimum of 15 field hours required. The student must have arranged for the volunteer experience and have approval of the proposed work experience before registering for the course. A formal presentation of the accomplishments in the experience is required. Prerequisite: Approval of Instructor

BIOL 402 Histology (3)
This course gives students training in the identification of different types of tissues. This includes a study of representative tissues from each of the major organ systems. Three hours of lecture per week. Prerequisites: BIOL 102, CHEM 102, BIOL 308. (Fall or Spring.)

BIOL 402L Histology Lab (1)
This course focuses on microscopy, the use of the microscope in the identification of the tissues, cells, and organs of the human body as seen on prepared slides. One two-hour lab per week. Pre or Corequisite BIOL 402. (Fall or Spring.)

BIOL 404 Special Studies in Biology (2-4)
This is a course with variable content that takes advantage of resources not regularly available. May be repeated for credit. The student's transcript will record the specific topic covered in the course. Prerequisite: Open to juniors and seniors only with special permission of the Instructor and Division Chair. 3 hours of lecture per week. (As needed.)

BIOL 405 Molecular Biology (3)
This course emphasizes the molecular organization of the cell and the structure and shape of macromolecules. Cellular organelles are studied with reference to energy metabolism. Basic genetic mechanisms, gene regulation and expression and cell signaling are covered. Three hours of lecture per week. Prerequisites: BIOL 102 and CHEM 304. (Fall or Spring)

BIOL 405L Molecular Biology Lab (1)
This course focuses on measurement of pH, buffers; general color tests for carbohydrates, proteins; separation and identification of amino acids by chromatography; thin layer chromatography of lipids; electrophoresis of proteins; extraction and purification of protein DNA and RNA. One two-hour lab per week. Pre- or Corequisite BIOL 405. (Fall or Spring.)

BIOL 410 Environmental Science (3)
This course considers biotic and abiotic factors in the environment, the principles and types of ecosystems with emphasis on population dynamics, and environmental stress. In addition, the sources, agents, and mechanisms of pollution and their impact on the environment, solutions to contemporary environmental problems, environmental degradation, species extinction, fundamental

principles of ecology, and conservation principles, economic impact and ethics will be stressed. Three hours of lecture per week. Prerequisites: BIOL 102 and BIOL 204. (Spring)

BIOL 450 and 451 Methods of Biological Research (2 each)
This course is open to seniors majoring in biology with consent of the instructor. Students are involved in biological investigation on individual projects. Specific course content is determined in relationship to a student's special interests. A minimum of two hours of research per week. Prerequisite: at least junior status and permission of instructor. (As needed.)

BIOL 460 Biology Capstone (3)
This course is designed to help students integrate the work in their major through research and collaborative scholarship and to place their major field of biology within the perspective of a liberal arts education and ethics. This course includes student research activities, interpretation of literature in the field, and independent study topics. This course features a variety of teaching techniques and learning models and emphasizes the development of student writing and communication skills. Students also will be guided to prepare for the exit exam, required to pass this exam, required to submit a formal written report and be required to present it as a PowerPoint presentation. Class will meet three hours per week. Prerequisites: Completion of most Biology major required courses. (Fall.)

BIOL 499 Biology Co-Op Experience (3 or 4)
An opportunity for students to earn academic credit through specially structured work experiences complemented by an academic exercise, or through special programs combining on-the-job training with academic projects. Students must confer with their advisor prior to enrollment and must receive approval from the advisor, instructor, and division chair for a specific project prior to registration. Prerequisite: sophomore status and consent of instructor. (As needed.)

BUSINESS COURSES

BUAD 103 Introduction to Business (3)
This course includes an introduction to the various areas of business: marketing, management, finance, and accounting. It includes a survey of basic principles, forms, and practices involved in the operation of business institutions. Only open to non-business majors.

BUAD 105 Selected Readings in Business I (1-3)
This course focuses on supervised readings on topics of business not covered by regular courses. The course is geared toward students not planning to pursue a major in business administration. Prerequisite: Permission of instructor. (Fall and Spring.)

BUAD 118 Microcomputers (3)
This course deals with the following aspects of computer literacy: (1) the history, design, and social impact of computers, (2) elementary programming concepts, flow chart, binary numbers, (3) the use of various applications software, such as, word processing, database, spreadsheets and brief intro to GIA. Special emphasis on Excel. (Fall, Spring, Summer)

BUAD 130 Financial Mathematics (3)
This course provides a mathematical foundation for the study of such subjects as statistics, finance, accounting, and marketing. Course includes a study of mathematical procedures including percent and percentages, commissions, inventory methods, interest, computation of taxes, discounts, mark-

ups, installment purchases, and other topics related to various areas of business. Prerequisites: MATH 111, 112 or consent of instructor.

BUAD 205 Selected Readings in Business II (1-3)
This course focuses on supervised readings on topics of business not covered by regular courses. Prerequisite: Permission of instructor. (Fall and Spring)

BUAD 207 Current Issues in Business (1-3)
This course covers current topics in general business. This course will involve reading utilizing various resources. Prerequisite: ACCT 201 and ECON 203. (As Needed)

BUAD 209 Current Issues in African American Business (1-3)
This course covers current topics in African American business. This course will involve reading utilizing various resources. Prerequisite: ACCT 201 and ECON 203. (As Needed)

BUAD 211 Personal Finance (3)
This course is designed to allow students to manage money effectively on a personal basis. Topics covered include financial starting points, budgeting, principles of insurance, consumer credit, investment principles, buying and selling stocks and bonds, retirement, and estate transfer; also open to non-business majors. Prerequisites: MATH 111 and MATH 110. (Fall.)

BUAD 216 Introduction to Music Business (3)
Introductory course will examine a broad overview of the music business. The course will analyze artist management, the financing, promoting, distribution, legal environment and marketing music. (Fall, Spring)

BUAD 218 Advanced Microcomputer Applications to Business (3)
This course will provide students with advanced applications in Microsoft Excel geared toward courses in finance. Prerequisites: COSI 118 or Permission of the instructor.

BUAD 220 Business Communication (3)
This course is concerned with professional writing and oral presentation in a business environment. Heavy emphasis is placed on the writing and oral presentation of business letters, memoranda, reports, and executive summaries. Students receive instruction and feedback on preparing for a presentation, content, use of visual aids and technology, effective delivery, and handling of questions and criticisms. Students will be given group projects to help to improve their ability to interact within small groups. Prerequisites: COSI 118 and ENGL 112 or permission of instructor. (Fall and Spring.)

BUAD 225 Business Law (3)
This course is designed to acquaint students with principles of law involved in ordinary business transactions with special emphasis on general contracts, negotiable instruments and bailments, real and personal property, deeds, mortgages, torts, sales, and insurance. Prerequisites: ENGL 112. (Fall and Spring.)

BUAD 240 Organizational Behavior (3)
This course focuses on the study of group behavior within an organization. It provides a foundation for the role of the individual and group at work. It is the foundation for organizational development and management.

BUAD 251 Special Studies in Business Administration (1-3)
This is a course with variable content that takes advantage of resources not regularly available. In Fall 2002, BUAD 251 will cover small business issues in the Mid-South. Two sections are scheduled. Note that BUAD 251 may be repeated for credit as topics vary. The student's transcript will record the specific topic covered in the course. Prerequisite: Permission of instructor. (Fall)

BUAD 252 Special Studies in Business Administration (1-3)
This is a course with variable content that takes advantage of resources not regularly available. In Spring 2003, BUAD 252 will cover small business issues in the Mid-South and media advertisements. Three sections are scheduled. Note that BUAD 252 may be repeated for credit as topics vary. The student's transcript will record the specific topic covered in the course. Prerequisite: permission of instructor. (Spring)

BUAD 276 Organizational Development and Change (3)
This course provides a comprehensive overview of the rapidly changing environment, technologies, and globalization. Students will evaluate different perspectives of organizational development at the individual, team and organizational levels. Prerequisite: None (Fall/Spring)

BUAD 300 Sports Management (3)
This is an introductory course that will examine the issues of management within the context of the sports industry, the historical foundations of American sports, the importance of marketing, brand marketing and the marketing mix. The course will also examine legal issues and risk analysis, licensing, the focus of advertising and corporate sponsorships in the sports industry. Prerequisite: BUAD 103 Introduction to Business

BUAD 305 Principles of Management (3)
This course is concerned with the management functions and tasks that are common to all organizations. Topics to be covered include schools of management thought, planning, organization, control, motivation, work groups, leadership, organization change, managerial decision-making, and information systems. Prerequisites: ACCT 202, ECON 204, and ECON 263. (Fall and Spring)

BUAD 306 Principles of Marketing (3)
This course emphasizes the marketing function in the aggregate economy. Topics include marketing principles; interpreting the consumer behavior in light of culture; values and social norms in buying and selling; marketing theories and their applications in the business world; and selected case-studies and discussion. Prerequisites: ACCT 202, ECON 204, and ECON 263. (Fall and Spring)

BUAD 307 Human Resource Management (3)
This course is designed to cover issues concerning human resource management. Students will be taught the theory and application of current human resource management topics. Topics include staffing, performance appraisal, training, compensation, legal issues, and other programs for organization. Prerequisite: BUAD 305. (Fall and Spring)

BUAD 316 Consumer Behavior (3)
This course will examine the psychology of how consumers think, feel and make decisions about purchasing. The processes they use to select, use and dispose of products and services. The course will examine the methodology that marketers should strategically use to effectively attract and retain consumers. Prerequisites: BUAD 306 Principles of Marketing. (Fall, Spring)

BUAD 317 Staffing (3)
This course will examine the methodology on forecasting supply and demand models, labor force trends, conducting searches, recruitment and selection techniques. This course will also examine the legal and ethical aspects of recruitment and interviewing. Topics include job analysis, job descriptions and developing and administering work/skills. (Fall, Spring)

BUAD 324 Music Publishing (3)
This course will examine the components of publishing to include song registration, licensing, collection of royalties and creativity. This course will also examine the licensing of additional revenue such as ringtones, copyright protection, Performing Rights organizations and their roles: American Society for Composers, Authors and Songwriters (ASCAP), Broadcast Music Incorporated (BMI) and Sound exchange (PRO for digital technology). Prerequisite: BUAD 216 Introduction to Music Business

BUAD 327 Compensation and Benefits (3)
This course focuses on the application and implementation of compensation models. This course will analyze salary surveys, types of performance appraisal aligned with compensation, group performance-based pay. This course will also focus on development of benefit packages such as health, dental, life insurance, merit raises, retirement savings. Other non-monetary benefits will be examined such as flextime, and other employee perks that's aligned with the mission of the organization. Prerequisites: BUAD 307 Human Resource Management (Fall, Spring)

BUAD 330 Entertainment Law (3)
This course provides a comprehensive overview of the contractual, business and legal aspects of the entertainment (music) industry. Topics to be covered are contractual arrangements in entertainment, intellectual property and infringement, and protectionism in the digital age. Prerequisite: BUAD 216

BUAD 337 Training and Development (3)
This course will focus on the processes of training and development from an operational perspective. Course will focus on development of training modules, workshops and seminars, employee needs assessment implementation and evaluation. Prerequisites: BUAD 307 Human Resource Management (Fall, Spring)

BUAD 340 Principles of Finance (3)
This is an introductory course in finance. The course considers markets in which funds are traded, the institutions that participate and facilitate the flow of funds, and the principles and concepts of financial management needed for making sound decisions. Prerequisites: ACCT 202, ECON 204, and ECON 263. (Fall and Spring)

BUAD 341 Principles of Real Estate (3)
This course includes a study of the legal and economic principles of real estate including property ownership, finance, valuation, and property management. Prerequisites: BUAD 310 or permission of the instructor. (Spring)

BUAD 342 Corporate Finance (3)
This course is concerned with the tools of financial analysis. Topics include financial statement analysis, forecasting, cash flow analysis, current asset management, capital structure, and capital budgeting. Prerequisite: BUAD 340. (Spring)

BUAD 348 Bloomberg I (1-3)
This course provides students with practical applications in finance and accounting research and analysis utilizing microcomputer applications, online resources, and business/accounting periodicals. Prerequisite: COSI 118, BUAD 340 or 341, and ACCT 202 or permission of instructor. (Fall)

BUAD 380 Internship (3)
This course offers students experience in organizations (profit or non-profit) that's applicable to their concentration (i.e., management, accounting, finance) for the entire semester. Students will be working under the supervision and monitoring of a practicing professional. Students will be required to adhere to the same HR guidelines as that of the employer. Students must have a cumulative GPA of 2.0. Internships may be paid or non-paid, however, successful completion of the internship is required for graduation.
Prerequisites:
Accounting Internship: ACTG 201 & ACTG 202
Management Internship: BUAD 305
Finance Internship: BUAD 340

BUAD 382 Conflict Management (3)
This course will examine various approaches to conflict management. Students will analyze the variables, causes and the skills necessary for conflict management. Students will understand the process of negotiation as well as conflict assessment. Prerequisites: BUAD 305 or ASAP 321 (Fall, Spring)

BUAD 390 Entertainment and Social Media Marketing (3)
This course is an overview of the importance of social media interaction with fans/audiences, an understanding of the marketing concept that applies to the entertainment industry, marketing campaigns, development of promotions/promotional materials. Prerequisite: BUAD 216 Introduction to Music Business

BUAD 399 Business Administration Co-op Experience (3)
This course provides an option for students to earn academic credit through specially structured work experiences complemented by an academic exercise, or through special programs combining on-the-job training with academic projects. Students must confer with their advisor prior to enrollment and must receive approval from the co-op coordinator and the division chair prior to registration. Prerequisite: permission of co-op coordinator. (Fall, Spring, and Summer)

BUAD 408 Sales Management (3)
This course provides information for understanding sales terms in everyday life - sales skills to improve productivity and profitability for the firm, communications skills to understand buyer behavior, the importance of setting goals, sales planning, sales territory management, sales training, follow-up techniques, sales control, case studies with legal restrictions and applications, and transfer of goods and services through the sales process. Prerequisites: BUAD 305 and 306. (Spring)

BUAD 409 Advertising (3)
This course promotes an understanding of consumer attitudes toward advertising and promotion activities; an exhaustive study of advertising media; production of advertising campaigns; importance of communication in advertising; misconceptions of advertising in society. An individual or a group project is required. Prerequisite: BUAD 306. (Fall)

BUAD 415 Operations Management (3)
This course is designed to teach students the basic quantitative concepts of operations management and their applications. Topics include basic procedures and design techniques, analysis of operating systems, quality controls, evaluation of production operation functions, and other current production/operations topics. Prerequisite: BUAD 305. (Fall)

BUAD 416 Total Quality Management (3)
This course is a comprehensive course in the field of quality management. The course will introduce students to quality theory and control in the workplace. Topics include quality control, quality assurance, company-wide quality management, quality problem solving, statistical process and control, sampling, and reliability. Prerequisite: BUAD 415. (Spring)

BUAD 420 Entrepreneurship (3)
This is a comprehensive course in entrepreneurship that examines a variety of entrepreneurial topics. Topics include entrepreneurial characteristics, identifying entrepreneurial opportunities, entrepreneurial experiences, project development, and nurturing the entrepreneurial climate. Prerequisite: BUAD 305 and 306. (Fall)

BUAD 421 Small Business Planning (3)
This course explores the issues and concerns involved in planning new business ventures. Students will complete a business plan for a small business by the end of the course. Prerequisite: BUAD 420 or permission of instructor. (Spring)

BUAD 422 Small Business Management (3)
This course treats the problems and considerations involved in planning, organizing, establishing, and operating new business ventures. Teaching methods emphasize special research reports, field projects, and case analysis. Prerequisite: BUAD 420.

BUAD 430 E-Commerce (3)
This course provides an overview of “electronic commerce.” Topics include shopping, retailing, advertising, sales, direct marketing as developed and executed in the Internet environment, and the future of electronic commerce. Prerequisite: BUAD 305 and 306 or permission of instructor. (Spring)

BUAD 431 E-Commerce II (3)
This course is a continuation of E-Commerce I. Students will develop online businesses utilizing the divisional server. Prerequisite: E-Commerce I or permission of instructor. (Fall)

BUAD 435 Current Issues in E-Commerce (1-3)
This course covers current topics in e-commerce. This course will involve reading and research utilizing online resources. Prerequisite: ACCT 201 and ECON 203. (As Needed)

BUAD 440 Real Estate Finance (3)
This course deals with the terminology, legislation, principles, and analytic techniques relating to the financing of real estate, from the perspective of both lender and borrower. Prerequisite: BUAD 341. (Fall)

BUAD 441 Real Estate Development (3)
This course examines the various aspects of real estate development including land assembly, financing, legal and regulatory issues, construction, marketing, and disposition. Prerequisite: BUAD 440 or permission of instructor

BUAD 445 Investments (formerly BUAD 406) (3)
This course covers the use of analytical techniques to evaluate investment opportunities. The course addresses available investment instruments and considers the ways capital markets currently work; provides a consideration of ways for evaluating current investments and futures in the financial market. Prerequisite: BUAD 314. (Spring)

BUAD 446 Portfolio Management (3)
This course deals with the practical as well as the theoretical problems of modern portfolio selection techniques and analysis; special emphasis is given to independent empirical work by the student. Prerequisite: BUAD 445. (Fall)

BUAD 448 Bloomberg II (1-3)
This course is a continuation of BUAD 348 Financial Microcomputer Applications I. This course focuses on advanced applications in finance and accounting research and analysis utilizing microcomputer applications, online resources, and business/accounting periodicals. Prerequisite: BUAD 348, ACCT 300 or permission of instructor. (Spring)

BUAD 450 International Business (3)
This course deals with the world economic environment in which international business operations take place. The topics covered include the nature and scope of international business, the rationale for international trade policies, and the problems and issues facing the multinational corporation today. Prerequisites: ACCT 202; ECON 204, 263; BUAD 225, 305, and 306. (Fall)

BUAD 451 Special Studies in Business Administration (1-3)
This is a course with variable content that takes advantage of resources not regularly available. In Fall 2002, BUAD 451 will cover the use of the Bloomberg microcomputer terminals and current issues in African American Business. Note that BUAD 451 may be repeated for credit as topics vary. The student's transcript will record the specific topic covered in the course. Prerequisite: Permission of instructor. (Fall and Spring)

BUAD 452 Special Studies in Business Administration (1 to 3)
This is a course with variable content that takes advantage of resources not regularly available. Note that BUAD 452 may be repeated for credit as topics vary. The student's transcript will record the specific topic covered in the course. Prerequisite: permission of instructor. (Fall and Spring)

BUAD 453 Current Issues in International Business (1-3)
This course covers current topics in international business. This course will involve reading and research utilizing online resources and business periodicals. ACCT 201 and ECON 203. (As Needed)

BUAD 456 Cases in Financial Management (3)
This course utilizes the case method and basic tools of corporation finance for integrated topics in finance. The course embraces liquidity planning, profit control, debt capacity, the cost of capital, and

an analysis of the concept of leverage as applied to source of funds. This course is recommended for finance concentrators. Prerequisite: BUAD 446 or 441. (Spring)

BUAD 457 Capstone I (3)
This senior seminar is coordinated by the division chair with the assistance of divisional emphasis area coordinators (accounting, finance, and management). Students will be familiarized with various sources of data and information for business. Research tools, techniques, and sources are utilized in the development of both analytical ability and facility in communication. A major research project and one or more projects will be completed during the course. This course prepares students for Capstone II in the spring. Prerequisites: Completion of all Business major core requirements and permission of the division chair. (Fall)

BUAD 460 Capstone II (3)
This course covers policy formulation and decision-making processes in organizations; the interrelationships of functional areas within the organization, the application of management skills and processes to integrate these areas, and the impact of external factors to the organization are examined with a view toward the attainment of organizational goals. This course also is designed to integrate several fields of study in the area of business administration pursued by undergraduate majors into a meaningful whole. Case materials also are used. In-depth study analysis of a problem, as well as writing of a major paper and its presentation to the class, is part of the course. Prerequisites: BUAD 456. (Spring)

BUAD 499 Business Administration Co-op Experience (3)
This course provides an option for students to earn academic credit through specially structured work experiences complemented by an academic exercise, or through special programs combining on-the-job training with academic projects. Students must confer with their advisor prior to enrollment and must receive approval from the co-op coordinator and the division chair prior to registration. Prerequisite: Permission of co-op coordinator. (Fall, Spring, and Summer)

CHEMISTRY COURSES

CHEM 101 General Chemistry I (3)
This course is a study of the fundamental principles and theories of chemistry, including chemical symbols, formulas, equations, stoichiometry, atomic structure, periodic table, chemical bonding, molecular structure, chemical reactions, state of matters, and properties of gases, liquids, solids and solutions. Three hours of lecture per week. Prerequisite MATH 130 with a grade of C or above. (Fall and as needed.)

CHEM 101L General Chemistry Lab (1)
In this lab the experiments illustrate and reinforce chemical principles and concepts by use of quantitative as well as qualitative methods. Emphasis is on the interpretation and reporting of data and facility in handling laboratory equipment. One formal laboratory report is required. One three-hour lab per week. Pre- or Corequisite CHEM 101. (Fall and as needed)

CHEM 102 General Chemistry II (3)
As a continuation of general chemistry I, this course involves a study of the fundamental principles and theories of chemistry, including kinetics, equilibrium, thermodynamics, aqueous solution chemistry, acids, bases, pH, solubility product principles, electrochemistry, oxidation-reduction

reactions and nuclear chemistry. Three hours of lecture per week. Prerequisite: CHEM 101 and 101L with a grade of C or better. (Spring and as needed)

CHEM 102L General Chemistry II Lab (1)
In this course, the experiments illustrate and reinforce chemical principles and concepts by use of quantitative as well as qualitative methods. Emphasis is on the interpretation and reporting of data and facility in handling laboratory equipment. A major project with formal report and presentation is required. One three-hour lab per week. Pre or Corequisite CHEM 102. (Spring and as needed)

CHEM 301 Inorganic Chemistry (3)
This course focuses on quantum mechanical theory of atomic structure, molecular orbital theory of molecular structure, molecular shape and symmetry, hydrogen and its compounds, study of metals, main-group organometallic compounds, d-block metals and coordination compounds, crystal field theory and ligand and field theory of coordination complexes. Three hours of lecture per week. Prerequisite: CHEM 102 with a grade of C or better. (As needed.)

CHEM 301L Inorganic Chemistry Lab (1)
In this lab, experiments are selected to augment the lecture portion of the course. Analytic and synthetic chemistry will be introduced including instrumental methods of analysis such as electrochemistry, potentiometry, and spectrophotometry. One three-hour lab per week. Pre or Corequisite CHEM 301. (As needed)

CHEM 303 Organic Chemistry I (3)
This course is a systematic study of the nomenclature, structures, preparation, properties, and reactions of staff classes of carbon compounds, namely, alkenes, alcohol, and alkyl halides. Emphasis is placed on modern theories of structure and bonding, stereochemistry, and reaction mechanisms of addition reactions, elimination reactions and nucleophilic substitution reactions. Three hours of lecture per week. Prerequisite: CHEM 102 with a grade of C or better. (Fall and as needed)

CHEM 303L Organic Chemistry I Lab (1)
This laboratory experience will include separation and purification techniques as well as basic reactions illustrating concepts in the course. An introduction to methods of synthesis is included. An emphasis will be placed on maintaining a laboratory notebook. A formal report is required. One three-hour lab per week. Pre or Corequisite CHEM 303. (Fall and as needed)

CHEM 304 Organic Chemistry II (3)
As a continuation of Organic Chemistry I, this course involves a systematic in-depth study of the nomenclature, structure, preparation, properties and reactions of principal classes of carbon compounds, namely aromatics, alcohols, aldehydes, ketones, ethers, carboxylic acids, esters and other derivatives of carboxylic acids, amines, amides, and spectroscopic methods of analysis. Emphasis is placed on modern theories of structure and bonding, stereochemistry and reaction mechanisms of electrophilic aromatic substitution reactions, nucleophilic addition reactions, condensation reactions, esterification reactions, and spectroscopic techniques of structure determination. Three hours of lecture per week. Prerequisite: CHEM 303 with a grade of C or better. (Spring and as needed)

CHEM 304L Organic Chemistry II Lab (1)
This is a continuation of CHEM 303L. Simple reactions and syntheses will be conducted. Structure determination and identification of products using instrumental methods of analysis will illustrate techniques discussed in the lecture. A formal report and a formal presentation are required. One three-hour lab per week. Prerequisite, CHEM 303L, Pre or Corequisite CHEM 304. (Spring and as needed)

CHEM 305 Analytical Chemistry I (2)
This course is a study of the principles, theories and applications of wet methods of quantitative analysis including volumetric, gravimetric, neutralization and complexometric methods. Statistical analysis of data also is presented. Two hours of lecture per week. Prerequisite: CHEM 102 with a grade of C or better. (Fall of even years)

CHEM 305L Analytical Chemistry I (2)
This course focuses on classical chemical methods of analysis including gravimetric and volumetric analysis, statistical treatment of data, and separations. Experiments are selected to illustrate techniques and methods discussed in the lecture. Two three-hour labs per week. Pre or Corequisite CHEM 305. (Fall of even years)

CHEM 306 Analytical Chemistry II (2)
This course is a study of the principles, theories and applications of instrumental methods of quantitative analysis including electrochemical, redox, spectroscopic (UV/VIS, IR, NMR), atomic absorption, atomic emission and chromatographic techniques. Two hours of lecture per week. Prerequisite: CHEM 102. (Spring of odd years)

CHEM 306L Analytical Chemistry II Lab (2)
This course focuses on classical chemical methods and instrumental methods of analysis. Quality control measures, control charts and method detection limits are implemented into the experiments. An analytical community service project will be conducted by the class. Experiments are selected to illustrate techniques and methods discussed in the lecture. Two three-hour labs per week. Pre or Corequisite CHEM 306. (Spring of odd years)

CHEM 312 Environmental Chemistry (3)
This course is a study of the chemistry of atmosphere, with special emphasis on greenhouse effect, ozone layer depletion, hazardous waste treatment and disposal, water pollution, air pollution, industrial effluents, EPA regulations and OSHA guidelines. Three hours of lecture per week. Prerequisites: CHEM 304 and CHEM 305 or CHEM 306. (As needed)

CHEM 312L Environmental Chemistry Lab (1)
In this course, wet benches and instrumental methods of analysis will be conducted on environmental samples collected in the area. Water quality parameters will be measured as well as analyses of soil and air samples. A project and formal report are required. One three-hour lab per week. Pre- or Corequisite: CHEM 312. (As needed)

CHEM 401 Physical Chemistry I (3)
This course includes macroscopic studies of gases and liquids; work, heat and energy; kinetic energy theory; first, second and third laws of thermodynamics; thermodynamics of real systems; Gibbs and Helmholtz energies; phase equilibria. Three hours of lecture per week. Prerequisites: CHEM 102, PHYS 202 and MATH 202 with grades of C or better. (Fall of odd years)

CHEM 401L Physical Chemistry I Lab (1)
In this lab, experiments will include classical and modern physical methods. Experiments explore properties of gases, solutions and thermochemistry. In addition to the maintenance of a lab notebook, formal laboratory reports are required that include rigorous error analyses. A project and formal presentation are required. One three-hour lab per week. Pre- or Corequisite: CHEM 401. (Fall of odd years)

CHEM 402 Physical Chemistry II (3)
This course includes chemical kinetics, mechanism of chemical reactions, electrochemistry, quantum chemistry, and Stronger equation. Three hours of lecture per week. Prerequisite: CHEM 401 with a grade of C or better. (Spring of even years)

CHEM 402L Physical Chemistry II Lab (1)
This course is a continuation of CHEM 401L One three-hour lab per week. Pre- or Corequisite CHEM 402. (Spring of even years)

CHEM 403 Advanced Topics in Chemistry (2-4)
This course focuses on special advanced topics in chemistry in the area of instructor's expertise and interest. Prerequisites: CHEM 304, junior classification and permission of instructor. (As needed)

CHEM 404 Advanced Topics in Chemistry (2-4)
As a continuation of CHEM 403, this course involves special advanced topics in chemistry in the area of instructor's expertise and interest. Prerequisites: CHEM 304, junior status and permission of instructor. (As needed)

CHEM 407 Instrumental Analysis Laboratory (3)
This is an intensive laboratory course with experiments involving modern instrumental techniques, such as IR, NMR, UV/VIS, AA, GC/MS and electrochemical methods of analysis. Four hours of laboratory activity per week. Prerequisite: CHEM 306. (As needed)

CHEM 410 Biochemistry (3)
An examination of the chemical basis of life including a review of the chemistry of amino acids, nucleic acids, carbohydrates and lipids. The structure and mode of action of enzymes and the basic paths of carbohydrate metabolism are studied and other paths of intermediary metabolism surveyed. Three hours of lecture per week. Prerequisite: CHEM 304 with a grade of C or better. (Fall or Spring)

CHEM 410L Biochemistry Lab (1)
This course is a study of the various compounds, reactions and methods considered in CHEM 410. Typical biochemical analytical methods are utilized. One three-hour lab per week. Pre- or Corequisite: CHEM 410. (Fall or Spring)

CHEM 450 Methods of Chemical Research (2)
This course involves student participation in chemical research on individual projects under the supervision and guidance of a full-time chemistry faculty. Open to juniors and seniors majoring in chemistry. Prerequisite: CHEM 304. (As needed)

CHEM 451 Methods of Chemical Research (2)
This is a continuation of CHEM 450. Prerequisite: CHEM 450. (As needed)

CHEM 460 Chemistry Capstone (3)
This course is a review and integration of key concepts in chemistry and ethical issues in the discipline are discussed. At midterm, an exam will be given which must be passed with 70% or higher in order to pass the course. Each student will conduct a thorough literature survey, submit a formal paper, and present a PowerPoint presentation for the campus community on an approved topic by the instructor. Prerequisites: Completion of most Chemistry major required courses. The course meets three hours per week. (Spring)

CHEM 499 Chemistry Co-Op Experience (3)
This course is designed to strengthen the career-preparation and make the classroom instruction more meaningful and relevant to the real world of work. A student, engaged in an enrichment program outside the campus, may contact his/her advisor and division chair for the possibility of getting appropriate credit. Prerequisite: CHEM 304 and junior status. (As needed)

COMPUTER SCIENCE COURSES

COSI 118 Introduction to Microcomputers (3) (Core II)
This course deals with the following aspects of computer literacy: (1) the history, design, and social impact of computers, (2) elementary programming concepts, flow chart, binary numbers, (3) the use of various applications software, such as, word processing, database, spreadsheets and brief intro to GIS. This course is not a required course for COSI or ITEC majors, however, they will need to include an additional 3 credit hours of electives in order to still meet the 120 hours required for the major. Three hours of lecture per week. (Fall, Spring, Summer)

COSI 200 Introduction to Cyber Security (3)
This course is to provide students with an understanding of cyber security. Topics include terminology, prevention, contingency planning, basic networking concepts, and current topics in cyber security. Three hours of lecture per week. Prerequisite: none. (Fall, Spring)

COSI 223/ITEC 223 Introduction to Programming (3)
This is an introductory course in object-oriented programming in Java for the student without previous programming experience. This course focuses on problem solving, modeling, algorithm design, abstraction, with emphasis on the development of working programs and fundamental concepts of Java programming in the object-oriented paradigm. Topics include primitive data types, control structures, arrays, I/0, objects and classes. Prerequisite: none. (Fall)

COSI223L/ITEC 223L Introduction to Programming Lab (1)
This is the corresponding lab course to COSI223/ ITEC 223 in which the topic of object-oriented programming for the student without previous programming experience. This course focuses on problem solving, modeling, algorithm design, abstraction, with emphasis on the development of working programs and fundamental concepts programming in the object-oriented paradigm. Topics include primitive data types, control structures, arrays, I/0, objects and classes. Co-requisite: COSI223/ITEC223 (Fall)

COSI 225/ITEC 225 Advanced Programming (3)
This is a continuation of COS I 223/ITEC 223 Programming in Java I with emphasis on advanced programming design and object-oriented algorithmic problem solving in Java. Topics include inheritance, polymorphism, exception handling, file and stream, recursion, and graphic user interface. Prerequisite: COS I 223/ITEC 223 (Spring)

COSI225L/ITEC 225L Advanced Programming Lab (1)
This is the corresponding lab course to COSI225/ ITEC 225 with emphasis on advanced programming design and object-oriented algorithmic problem-solving. Topics include inheritance, polymorphism, exception handling, file and stream, recursion, and graphic user interface. Prerequisite: ITEC 223 Introduction to Programming. Co-requisite: COSI225/ITEC225 (Spring)

COSI 240 Discrete Structures (3)
The course includes set algebra, mapping, relations, elements of graph theory, Boolean algebra, prepositional logic, and introduction to finite state machines and applications. Three lecture hours per week. Prerequisites: COSI 223/ITEC 223 and MATH 145 or permission of instructor. (Fall, Spring)

COSI 315 Data Visualization (3)
This course will prepare students to do scientific and information visualization. This course is an introduction to the terminology, methodology, and applications of data visualization. Data visualization takes advantage of the human vision system in order to perform visual analysis. Prerequisites: COSI330. (As needed)

COSI 320 Computer Organization (3)
The course includes processor, memory, I/O devices, digital logic level, microprogramming, conventional machine level, and introductory computer architecture. The knowledge of assembly language is required. Three hours of lecture per week. Prerequisite: COSI 240. (Fall, Spring)

COSI 330 Data Structures (3)
This course is an introduction to data structures including lists, stacks, queues, trees, graphs, etc. Searching, sorting, merging, information storage and retrieval also are covered. Three hours of lecture per week. Prerequisite: COSI 225. (Fall, Spring)

COSI 335 Computer Algorithms (3)
This course is an investigation of various algorithms, their properties, applications, and corresponding data structures. Three hours of lecture per week. Prerequisite: COSI 240 and 330. (Fall, Spring)

COSI 345 Database Management (3)
This course emphasizes the concepts and structures necessary for the design and implementation of database management systems, data models, data normalization, file organization, and index organization. Three hours of lecture per week. Prerequisite: COSI 240. (Fall, Spring)

COSI 350 Programming Languages (3)
This course focuses on a formal definition of programming language including specification of syntax and semantics. The course compares the features, syntax, and applicability of various computer languages. Topics include data types, data structures, control structures, procedures, recursion, list processing and programming styles. Three hours of lecture per week. Prerequisite: COSI 330. (Fall, Spring)

COSI 355 Digital Forensics (3)
The course addresses the study of forensics analysis from a digital perspective. Topics include digital crime scene investigations, evidence collection, evidence analysis, risk management, current topics on digital forensic analysis. Prerequisite: COSI 200. (Fall, Spring)

COSI 410 Operating System (3)
The course includes the fundamentals of operating systems, process concepts, concurrent processes, concurrent programming, deadlock, memory management, paging, virtual memory, job and process scheduling. Three hours of lecture per week. Prerequisite: COSI 330. (Fall, Spring)

COSI 425 Artificial Intelligence (3)
This course introduces the fundamentals of programming in LISP and PROLOG. Central ideas of artificial intelligence, such as, matching, goal reduction, constraint exploitation, search, and problem solving are covered. Three hours of lecture per week. Prerequisite: COSI 330. (Fall, Spring)

COSI 440 Computer Graphics (3)
This course is a review of graphic display architecture and graphic input devices, 2-D and 3-D transformations, matrix formulation, clipping and windowing, hidden line, surface elimination, etc. Three hours of lecture per week. Prerequisites: COSI 225/ITEC 225, MATH 306 or permission of instructor. (As needed)

COSI 450 Special Topics (3)
This course is designed to meet the current needs of the student and to express the particular interests of the instructor. Three hours of lecture per week. Prerequisite: consent of instructor. (As needed)

COSI 455 Computer Science Projects (3)
This course requires that the student design, develop, and implement a major project or software that solves a real problem in either the science or the business field. The project requires oral presentations and written reports. Prerequisite: consent of the instructor. (As needed).

COSI 460 Computer Science Capstone (3)
This course meets three hours weekly, during which topics are discussed and students relate their literature search with professional experience and ethics. During the first half of the semester, the students will have an opportunity to review the computer science courses. There will be an exit exam at the middle of the semester. During the semester, students will research and develop two formal written reports, one in their major and one in another area of their choice. At the end of the semester, the student will submit the formal written reports and present his/her project using PowerPoint. Prerequisite: Completion of all Computer Science major required courses. (Spring)

COSI 499 Computer Science Co-Op Experience (3)
This course is designed to strengthen career-preparation and to show the relevance of classroom and instruction to the real world of work. A student, engaged in an enrichment program away from campus, may contact his/her advisor and division chair of the possibility of getting appropriate credit. (Fall, Spring, or Summer)

CRIMINAL JUSTICE COURSES

CRJS 200 Introduction to Criminal Justice (3)
This course surveys the Criminal Justice system from ancient times to the present. It traces the development of law, police and corrections systems.

CRJS 204 American Legal System (3)
This course gives the student a basic understanding of the structure and functioning of the American legal system with a brief history of its development. The civil and criminal elements of the system are examined with discussion of plea bargaining, bail and verdict-of-proof in civil and criminal cases.

CRJS 205 (same as SOCI 205) Social Problems (3)

CRJS 310 (same as SOCI 310) Social Psychology (3)

CRJS 316 Penology (3)
This course gives the student an in-depth study of the structure and process of the prison system. Emphasis is placed on methods of correction and treatment in places of incarceration.

CRJS 317 (same as SOCI 317) Criminology (3)

CRJS 318 (same as SOCI 318) Social Deviance (3)

CRJS 319 (same as SOCI 319) Victimology/Victims' Rights (3)

CRJS 320 Police and Society (3)
This course is a study of the effective functions, organization and management of law enforcement with emphasis on the role of the police as enforcers of law in society.

CRJS 321 (same as POLS 321) Constitutional Law (3)

CRJS 322 (same as POLS 322) The Law and the Poor (3)

CRJS 325 Court Procedure (3)
This course is an in-depth study of courtroom procedures which examines the roles of the court's bailiffs, clerks, caseworkers, lawyers, paralegals and judges. Trial procedures including arraignment, examination and cross-examination, parole, and probation will be considered.

CRJS 326 Comparative Justice (3)
This course presents a cross-cultural perspective on justice systems outside of the United States. Their philosophical and ideological foundations will be emphasized as well as their impact on their societies.

CRJS 328 Introduction to the Study of Law (3)
This course introduces students to the Socratic and case study methods of instruction in legal studies. It considers techniques for law school preparation and the general requirements of law schools.

CRJS 355 Cyber Ethics/Cyber Law (3)
This course is the study of information ethics, cyber privacy, and intellectual property. It examines the ethical, economic, and societal issues that face today's information-entrenched society; this includes intellectual property rights, privacy, accessibility and censorship. The explosive growth of information technology, the increased competition in the global marketplace, and the surge in the use of information to protect society from terrorism has led to the unintended erosion of fundamental rights and values. This course appraises the current state of information ethics, the dangers and opportunities presented by information technology, and the potential solutions to the inherent risks in today's information-bound society.

CRJS 384 (same as SOCI 359, POLS 359 and SOSI 359) Methods of Social Investigation (3)
(Formerly CRJS 304) Prerequisites: SOCI 201
CRJS 362 (same as POLS 362 and SOCI 362) Statistics (4)
This course is designed to introduce students to fundamental statistical methods. This includes knowledge of various statistical symbols, procedures and data manipulation techniques using computers. The course also introduces basic statistical tests, which are frequently used to test research hypotheses. Prerequisites: MATH 111, MATH 110, CRJS200, CRJS 359 (Fall and Spring).

CRJS 434 (same as POLS 434) Public Affairs Internship (3-12)

CRJS 451 (same as POLS 451 and SOCI 451) Special Studies in Criminal Justice (3-12)

CRJS 455 (same as SOCI 455) Criminal Justice Internship (3-12)

CRJS 460 Criminal Justice Capstone (3)
This course is designed to provide students a basis for engaging in independent research by surveying literature relevant to the social sciences in general and to the student's major discipline. Students will participate in a multidisciplinary seminar, with writing and technology workshops, and have individual research tutorials with mentors. In addition, students will enhance their present skills in the areas of critical thinking, problem solving, analytical thinking, summarization, communication, value clarification and practical application. This process will result in a major research project, paper, and formal oral presentation. Individual research topics will be determined by mutual agreement of the student, course instructor and faculty mentor. Prerequisites: Completion of all Criminal Justice major/concentration required courses, and ENGL 111 and ENGL 112.

CRJS 465 Forensic Evidence (3)
This course provides the student with a basic understanding of the analysis of forensic evidence. The course requires study in a forensic laboratory

W.E.B. DU BOIS SCHOLAR COURSES

DBSP 110/111 Freshman Du Bois Scholars Colloquium (2)
This course is an academically rigorous course based on class readings, class discussion, and written projects. The overarching focus of the course is an exploration of what it means to be an educated person.

DBSP 310/311 Upper Level Du Bois Scholars Colloquium (2)
This is an academic rigorous course based on class readings, class discussions, and written projects. The titles and content of these courses will vary from semester to semester. These courses are

restricted to DBSP students in their junior and senior years. Du Bois scholars must take at least one semester of the upper-level Du Bois Scholars Colloquium. (NOTE: A directed reading or semester of study abroad may be substituted for this requirement).

DBSP 350 Directed Readings (2)
These are two credit tutorial offerings taken outside of a student's chosen major to further emphasize the interdisciplinary nature of a true liberal arts ideal. A directed reading may be either faculty designed, or student designed under a faculty member's supervision. A directed reading tutorial consists of the compilation of a semester-long reading list relative to a chosen interdisciplinary topic and at least bi-weekly faculty member(s)/student discussions of these readings during the tutorial. The director of the DBSP must approve directed reading proposals.

DBSP 399 Semester of Service (1)
LeMoyne-Owen College has a deep commitment and long tradition of service to the community. Du Bois scholars are asked to embrace this responsibility and to share their time and talents with others in a "Semester of Service" project during their junior year. This one credit course is a self-designed service project. Du Bois scholars may choose to submit a proposal based on service to the college community or one founded upon service to the surrounding community.

All service project proposals must be submitted to the director of the DBSP no later than the end of the first semester of a student's junior year. The proposal must outline the goals of the project and the steps to be undertaken to achieve the goals. The proposal must also identify the agency, organization, or group under which the project will be conducted and the individual from that organization who has agreed to serve as project supervisor. [NOTE: Project supervisors must agree in writing to serve in this capacity].

Students must file two interim reports during the semester describing their progress in carrying out the project and submit a final paper relating the results of the service project to their entire liberal arts experience to date. Du Bois scholars are encouraged to keep a journal of service activities both for their own personal reflection and to facilitate the writing of the required final paper.

DBSP 402 Study Abroad (2)
Du Bois scholars may substitute a semester or year of study abroad for the upper level DBSP colloquium requirement. Students choosing this option will be required to keep a journal of their experience and complete a short paper about the experience upon their return.

DRAMA COURSES

DRMA 200 Drama Troupe
This course is open to all students and provides an in-depth experience with stage presence, voice qualities such as projection, articulation and expression, characterization and general performance skills (makeup, costuming, and props).

DRMA 300 Drama Troupe (2)
This course is open to all students who desire to express themselves in drama and those who have had previous experience in drama groups. The objective is to improve the knowledge and performance of drama troupe members. The chief function of the troupe is to provide dramatic pieces for College, community, and high school services. Course may be repeated for credit (not to improve grades).

DRMA 320 Play Production (3)
All phases of theatre work, current theories of production, preparation of production book. Students must participate in the major production in some phase. This course is designed to study the entire production of a play. Prerequisite: ENGL 205. (Fall, Spring)

DRMA 327 Introduction to the Theatre (3)
An introductory survey course studying theatre with special references to the origins of drama. Prerequisite: ENGL 205. (Fall, Spring)

DRMA 330 Drama Production (1 to 2)
The Drama Practicum attempts to stimulate the student's interest and participation in play production. Prerequisite: ENGL 205. (As needed)

DRMA 451-452 Special Studies in Speech and Drama (1 to 3)
A course designed to utilize resources and programs not regularly available. Student's records will indicate the exact title describing content. Areas include but are not limited to theatre history, directing, design, lighting, acting, play writing, oral interpretation, and public address. Prerequisite: Permission of the Instructor. (As needed)

EARLY CHILDHOOD EDUCATION COURSES

ECED 201 Introduction to Inclusive Early Childhood Education (3)
This course provides an overview of the various theoretical principles that underlie developmentally appropriate practices in inclusive early childhood programs. Explores how these principles inform early childhood care and education practice including curriculum, environmental organizational and structures, and the teacher and children'' roles. Active, individualized and exploratory learning will be modeled and discussed from different theoretical perspectives. Emphasis will be placed on understanding how diverse social and cultural factors affect the teaching-learning process.

ECED 203 Child Development (Infant-8 years of age) (3)
This course examines the developing child from birth-age eight emphasizes the interaction between cognitive, social, emotional and physical development. Major developmental theories are critically examined, and theory is illuminated through students' experiences with children. Salient themes include the child as a maker of meaning, gender identification, attachment and the social context of development.

ECED 205 Developmental Assessment of Young Children (3)
This course stresses a developmental observation and assessment of young children. It examines the practice of gathering information for the purpose of making individual instructional decisions for young children. Students are exposed to a variety of assessment techniques including theoretically based unstructured observations, psycho-educational screening instruments and tests and their limitations. This course considers information relevant to interdisciplinary team meetings for children with special needs. (10-hour, level one field experience is required)

ECED 206 Language Development and Emergent Literacy (3)
This course requires that students examine language development and learning within the contexts of culture, family and society. Students explore a variety of theories of language development as well as approaches to the teaching of literacy skills in order to develop classroom practices that enable all children to become competent, effective users of language in all of its forms. Students are required to

demonstrate an understanding of the interrelation among culture, language, thought and the function of the home language and literacy in the development of young children. (10-hour, level one field experience is required)

ECED 301 Curriculum for Inclusive and Diverse Early Childhood Classrooms I (3)
This course examines how to create learning environments for children with and without identified special needs, in order to foster sensory-motor, social, emotional, and cognitive development through play. Basic principles underlying developmentally appropriate curriculum, planning, scheduling and design of learning environments are an integral part of this course. Students also examine the rationale and learning opportunities offered by materials, activities, and content area knowledge. The role of the teacher in relation to the parent and the child is examined. Special issues such as integrating health and safety procedures into the daily program and early intervention strategies are highlighted. (15-hour, level two field experience is required)

ECED 302 Curriculum for Inclusive and Diverse Early Childhood Classrooms II (3)
This course explores curriculum development for early childhood education in the context of field experiences in school classrooms and cognitive discourse in a seminar setting. It examines relationships among children's acquisition, structuring and organization of knowledge, developmental stages, racial and cultural identities, and pedagogical practices. Investigates how theories of learning and schooling influences curriculum and are shaped by cultural, political, social and economic forces. It further presents methods for planning, implementing, and evaluating lessons, curriculum units and learning experiences. (15-hour, level two field experience is required)

ECED 321 Literature for Children (3)
This course is designed to introduce students to a variety of literature for children and youth. Emphasis is placed on standards for judging various genres. Extensive reading, use of libraries, and other media resources are required. (10-hour, level one field experience is required)

ECED 333 Critical Issues in Working in Diverse and Inclusive Early Childhood Programs (3)
This course involves a critical examination of the concepts, theories, and issues involved in working in diverse and inclusive early childhood programs. The course is designed to help students to reflect on current issues in early childhood, the importance of becoming leaders in the field and their role as advocates for children and families.

ECED 404 Working with Children, Families and Communities of Diverse Cultures (3)
This course develops students' knowledge and skills in building partnerships with parents, based on the recognition that families are increasingly diverse. Examines how to construct learning environments that value and build on diverse cultural values and that avoid a mismatch between home and school expectations. Through the examination of effective models and practices of parent involvement in schools, students will develop knowledge and skills both in teaching diverse children and in reaching out to families and collaborations with community agencies. (15-hour, level two field experience is required)

ECED 405 Administration of Inclusive and Diverse Early Childhood Programs (3)
This course provides an in-depth study of the organization and administration of early childhood programs. Students learn how to set goals, design facilities to support learning, hire and train staff, plan and evaluate curriculum, develop health and safety policies and procedures, understand nutritional standards, federal food program guidelines, and meal planning for children, and how to

develop start-up and operational budgets. The emphasis will be on group structure, problems of communication, budgetary considerations, decision making, management styles, and supervision.

ECED 406 Early Childhood Administration/Supervision: Observation (Elective) (1-3)
Observation of one or more persons whose work, the culture in which it takes place, and whose style of dealing with their work is of interest to the student. Students function as observers in the daily administrative process of operating an early childhood program.

ECONOMICS COURSES

ECON 203 Microeconomic Principles (3)
This course introduces students to modern microeconomic theory, but with an emphasis on applying principles to real world problems. Areas of economic analysis include demand and supply (price determination, elasticity, relevant market regulations), market structure (competition through monopoly) and its implication for firm strategy, market failure, information economics, labor economics, and social economics. The units of analysis are the individual or group, as consumers, firms (individually and as part of an industry, in both public and private sectors) and government institutions. Prerequisite: MATH 110. (Fall and Spring)

ECON 204 Macroeconomic Principles (3)
This course introduces students to modern macroeconomic theory. Areas of analysis include GDP and national income accounting, aggregate demand and supply, investment and financial intermediation, monetary and fiscal policy, inflation and unemployment, government-business relations, government failure, and fundamentals of international economics and finance. Prerequisite: ECON 203. (Fall and Spring)

ECON 263 Statistics (3)
Introduction to statistical reasoning. Topics include sampling and experimentation, descriptive statistics, probability, binomial and normal distributions, estimation, single sample and two sample hypothesis tests for means and proportions. Additional topics will be selected from descriptive methods in regression and correlation, or contingency table analysis.
Prerequisites: COSI 118 and MATH 111 and 112. (Fall and Spring)

ECON 317 Intermediate Microeconomic Analysis (3)
This course analyzes the effect of consumer, firm, and government behavior on prices. Applied microeconomics concepts in information economics, labor economics, health economics, environmental economics, etc. are treated in greater depth than in Principles. The intermediate course also introduces students to the classical, neoclassical, monetarist, institutionalist, and feminist approaches to the study of microeconomics. Prerequisites: ECON 203, 204.

ECON 318 Intermediate Macroeconomic Analysis (3)
This course examines determinants and composition of national income, with a primary emphasis on Keynesian and post-Keynesian models, though not limited to these approaches. Other macroeconomic topics are considered among them, such as public policy and the welfare economics of the macroeconomy. This course additionally integrates discussion and problem-solving using concepts from International Economics. Prerequisites: ECON 317.

ECON 340 Money and Banking (formerly ECON 311) (3)
This course builds on macroeconomic theory by considering in greater depth the stock and flow of money and credit and their influence on goods prices, production, income, and employment throughout the economy. In addition, the course deals with banking and the federal reserve system, the size and composition of national income and the price level; fluctuations in economic activity; and proposals for economic stability. Prerequisites: ECON 203, 204.

ECON 350 International Trade and Finance (formerly ECON 403) (3)
This course introduces the principles and practices of international trade and finance. This course will start with defining and illustrating the different trade theories beginning with the mercantilism view (15th century). Next students will learn the importance of foreign exchange and how to mitigate risks dealing with foreign exchange. Students are required to form a "paper company" and then "adopt" a country or region and industry of their choosing, which will serve as the basis for applied learning about their firm's decision to trade invest internationally, about governmental relations that facilitate and inhibit trade and finance, and about global customs and multinational conventions that facilitate and inhibit trade and finance. Prerequisites: ACCT 202; ECON 204, 263; BUAD 225, 305, and 306. (Spring)

ECON 405 Managerial and Decision Economics (3)
This course examines the application of economics principles to business firms, non-profit institutions and government entities. Main topics are firm or institutional interdependence, demand forecasting using statistical (as opposed to solely graphical) models, cost analysis, cost-benefit analysis as applied to a wide array of economic decisions, game theoretic rivalry and best-practice tactics, economic externalities, and risk analysis. Prerequisites: ECON 204 and 263.

ECON 451 Special Studies in Economics (1 to 6)
This is a course with variable content that takes advantage of resources not regularly available. Note that ECON 451 may be repeated for credit as topics vary. The student's transcript will record the specific topic covered in the course. Prerequisite: permission of instructor. (Fall)

ECON 452 Special Studies in Economics (1 to 6)
This is a course with variable content that takes advantage of resources not regularly available. Note that ECON 452 may be repeated for credit as topics vary. The student's transcript will record the specific topic covered in the course. Prerequisite: permission of instructor. (Spring)

EDUCATION COURSES

EDUC 190: Praxis I Prep (3)
This elective course is designed to provide pre-candidates with the necessary reading, writing, and mathematics skills which will lead to a more successful experience on the Praxis I examination. (Offered as needed)

EDUC 192 Praxis II SPED Content Knowledge (3)
This elective course is designed to assist candidates in developing the knowledge and skills as well as test taking skills necessary for a more successful experience on the Praxis II examination. (Offered as needed)

EDUC194 Praxis II PLT (3)
This elective course is designed to assist candidates in developing the knowledge and skills as well as test taking skills necessary for a more successful experience on the Praxis II examination. (Offered as needed)

EDUC 196 Praxis II Teaching Elementary Children (3)
This elective course is designed to assist candidates in developing the knowledge and skills as well as test taking skills necessary for a more successful experience on the Praxis II examination. (Offered as needed)

EDUC 197 Praxis II Teaching Reading in Elementary Schools (3)
Reading in Elem Schools: This elective course is designed to assist candidates in developing the knowledge and skills as well as test taking skills necessary for a more successful experience on the Praxis II examination. (Offered as needed)

EDUC 198 Teaching Young Children (3)
This elective course is designed to assist candidates in developing the knowledge and skills as well as test taking skills necessary for a more successful experience on the Praxis II examination. (Offered as needed)

EDUC 199 Speech and Grammar for Educators (3)
This course covers spelling, punctuation, capitalization, grammar, and sentence and paragraph structure. Students use these conventions to present speeches and produce writing samples which flow well and are clear, concise, and accurate. The student must earn a grade of A or B in this course to enter the Educator preparation program.

EDUC 202 Portfolio Development (3)
This course is built around the Conceptual Framework Standards providing the candidate an opportunity to reflect on the model of "teacher as facilitator of transformative processes," his/her progress in the educator preparation program, gather work samples, and set goals for his/her learning and living in the teaching profession. Course integrates the use of technology and provides activities, which include an examination of criteria for final selection of artifacts and the creation of a template for organizing an exemplary professional portfolio. When the course is completed, the student will have a highly personal (portable and electronic) record of his/her preparation for entry into the Educator preparation program upon which he/she will continue developing a teaching portfolio for entry into the teaching profession. No Field Experiences Required.

EDUC 203 Human Development and Psychology (3)
The course covers human growth and development including cognitive, language, physical, emotional, and social development from birth through adolescence in the context of learning theories and principles. Motivation, instruction, and evaluation are applied in diverse classroom settings. (10-hour, Level I Field Experience required). Prerequisite: Admission to the Educator preparation program

EDUC 204 Foundations of Education (3)
This course examines the significant historical, political, economic and socio-cultural influences on education in the United States. Current educational issues and trends will be studied. (10-hour, Level I Field Experience required). Prerequisite: Admission to the Educator preparation program

EDUC 205 Adolescent Development and Psychology (3)
This course covers adolescent development including variable growth and behavioral patterns of adolescent youth. Candidates will examine the cognitive, emotional, social and physical development of the adolescent. Special attention will be given to identity formation and the development of self-esteem within the context of the principles of learning and teaching. In a required 10-hour field experience candidates will observe and record the behaviors of adolescents in classroom settings. Prerequisite: Admission to the Educator preparation program

EDUC 220 Measurement and Evaluation (3)
This course is designed to introduce Teacher Candidates to those elements of measurements and assessment that are essential to effective teaching. The principles and methods of evaluation in education, including the selection, construction, administration, interpretation and uses of formal and informal tests are emphasized. The teacher candidate is expected to understand that the assessment of learning plays an important role in the instruction process; and, that instructional effectiveness depends largely on the ability to construct and select tests and assessment tools that provide valid measures of learning outcomes. Prerequisite: Admission to the Educator preparation program

EDUC 224 Survey of Exceptional Children (3)
This course provides an overview of characteristics of exceptional children and youth; Focus is on the identification of intellectual, emotional and social needs with additional emphasis on historical perspective, and legal policy foundations. (10-hour, Level I Field Experience required). Prerequisite: Admission to the Educator preparation program

EDUC 301 Managing Classroom Behaviors (3)
This course explores the rationale, educational programming, and instructional procedures for appropriately managing classroom operations and behaviors. It examines the roles of the classroom teacher in the general education setting as well as teachers in classrooms for exceptional learners. (Prerequisite: Admission to Educator preparation program, Praxis II PLT, Passing Scores on Content Knowledge and Specialty Examinations).

EDUC 313 Developmental Approach to Reading and Literacy (K-6) (3)
This course is designed to prepare Teacher Candidates to teach language Arts/Reading to students in kindergarten through 6th grade classrooms. Specific emphasis is given to applying theory to classroom settings using developmentally appropriate strategies and related models of teaching for elementary grade children. Special attention is given to a balanced approach to literacy and reading recovery; and, to the selection, preparation and organization of materials into integrated units of study using technology. A 15-hour, level II field placement is required. Prerequisite: Acceptance into the Educator preparation program. Prerequisite: (Admission to the Educator preparation program, Praxis II PLT, Passing Scores on Content Knowledge and Specialty Examinations).

EDUC 321 Reading in the Content Areas (3)
An introduction to the process and problems of reading instruction in secondary school subject matter areas. Strategies and activities that enable the classroom teacher to integrate and reinforce reading and word study skills through all subject areas will be stressed. A 15-hour, level II field placement is required. Prerequisite: (Admission to the Educator preparation program, Praxis II PLT, Passing Scores on Content Knowledge and Specialty Examinations).

EDUC 323 Developmental Approach to Reading and Literacy (4-8) (3)
This course is designed to prepare Teacher Candidates to teach language Arts/Reading to students in 4th through 8th grade classrooms. Specific emphasis is given to applying theory to classroom settings using developmentally appropriate strategies and related models of teaching for middle grades adolescents. Special attention is given to a balanced approach to literacy and reading recovery; and, to the selection, preparation and organization of materials into integrated units of study using technology. A level II field placement is required. Prerequisite: (Admission to the Educator preparation program, Praxis II PLT, Passing Scores on Content Knowledge and Specialty Examinations).

EDUC 328 Media & Technology in Education (3)
This course represents a study of methodologies used for current planning, integration of technology into the various curriculum areas, basic technology competencies, software evaluation (based upon curriculum needs) and basic classroom troubleshooting. The intent of this course is to prepare prospective teachers for 21st century classrooms. Prerequisite: COSI 118, Admission to the Educator preparation program, Praxis II PLT, Passing Scores on Content Knowledge and Specialty Examinations).

EDUC 333 Developmental Approach to Reading (K-6) (3)
This course is designed to prepare Teacher Candidates to teach language Arts/Reading to students in K-6th grade classrooms. Specific emphasis is given to applying theory to classroom settings using developmentally appropriate strategies and related models of teaching. Special attention is given to a balanced approach to literacy; and, to the selection, preparation and organization of materials into integrated units of study using technology. A level II field placement is required. Prerequisite: Admission to the Educator preparation program, Praxis II PLT, Passing Scores on Content Knowledge and Specialty Examinations.

EDUC 346 Multicultural Teaching & Learning (3)
Teacher candidates in this course examine their own cultural backgrounds and their assumptions about peoples whose culture is different from their own. The definition of education is considered from various worldviews. Candidates explore and discuss how cultural assumptions, experiences, socio-political contexts affect responses to school and schooling. Diverse learning and teaching styles, curricula, classroom design, and teaching strategies that support diversity are discussed. A 15-hour field experience is required. Prerequisite: Prerequisite: Admission to the Educator preparation program, Praxis II PLT, Passing Scores on Content Knowledge and Specialty Examinations.

EDUC 408/414/422 Methods and Materials: An Integrated Approach to Teaching (3)
This interdisciplinary course examines theories and current research related to teaching reading methods in the K-12 schools. The teacher's roles and responsibilities in creating an effective classroom will be examined. Level II Field Experience required. Prerequisite: Admission to the Educator preparation program, Praxis II PLT, Passing Scores on Content Knowledge and Specialty Examinations.

EDUC 409 Student Teaching, Seminar and Capstone for Middle Grades and K-12 Education (4-8/(K-12) (12)
A fifteen-week teaching experience in classrooms to provide opportunities to synthesize knowledge and skills and to demonstrate competency as a facilitator of transformative processes. Placement will be at two schools and at two grade levels. Participation in seminars is required as part of the student teaching experience. Admission is by formal application and approval by the Teacher Education

Committee. Prerequisite: Admission to the Educator preparation program, Praxis II PLT, Passing Scores on Content Knowledge and Specialty Examinations).

EDUC 415 Student Teaching, Seminar and Capstone for Secondary Education (7-12) (12)
A fifteen-week teaching experience in classrooms to provide opportunities to synthesize knowledge and skills and to demonstrate competency as a facilitator of transformative processes. Placement will be at two schools and at two grade levels. Participation in seminars is required as part of the student teaching experience. Admission is by formal application and approval by the Teacher Education Committee. Prerequisite: Admission to the Educator preparation program, Praxis II PLT, Passing Scores on Content Knowledge and Specialty Examinations).

EDUC 421 Student Teaching, Seminar and Capstone for Special Education (K-12) (12)
A fifteen-week teaching experience in classrooms to provide opportunities to synthesize knowledge and skills and to demonstrate competency as a facilitator of transformative processes. Placement will be at two schools and at two grade levels. Participation in seminars is required as part of the student teaching experience. Admission is by formal application and approval by the Teacher Education Committee. Prerequisite: Admission to the Educator preparation program, Praxis II PLT, Passing Scores on Content Knowledge and Specialty Examinations.

EDUC 424 Internship in Early Childhood Education (6)
A fifteen-week half-day teaching experience in classrooms to provide opportunities for the non-licensure early childhood major to synthesize knowledge and skills and to demonstrate competency as a facilitator of transformative processes. Placement will be in two settings representing different levels of the early childhood years. Participation in weekly seminars is required as a part of this Internship Experience. Admission is by formal application and approval by the Teacher Education Committee.

EDUC 425 Student Teaching, Seminar and Capstone for Early Childhood Education (PreK-3) (12) A fifteen-week teaching experience in classrooms to provide opportunities to synthesize knowledge and skills and to demonstrate competency as a facilitator of transformative processes. Placement will be at two schools and at two grade levels. Participation in seminars is required as part of the student teaching experience. Admission is by formal application and approval by the Teacher Education Committee. Prerequisite: Admission to the Educator preparation program, Praxis II PLT, Passing Scores on Content Knowledge and Specialty Examinations).

EDUC 426 Student Teaching, Seminar and Capstone for Elementary Education (K-6) (12)
A fifteen-week teaching experience in classrooms to provide opportunities to synthesize knowledge and skills and to demonstrate competency as a facilitator of transformative processes. Placement will be at two schools and at two grade levels. Participation in seminars is required as part of the student teaching experience. Admission is by formal application and approval by the Teacher Education Committee. Prerequisite: Admission to the Educator preparation program, Praxis II PLT, Passing Scores on Content Knowledge and Specialty Examinations).

EDUC 434 Internship in Special Education (6)
A fifteen-week, half-day teaching experience in classrooms provide opportunities for the non-licensure early childhood major to synthesize knowledge and skills and to demonstrate competency as a facilitator of transformative processes. Placement will be in two settings representing different levels within special education. Participation in weekly seminars is required as a part of this

internship experience. Admission is by formal application and approval by the Teacher Education Committee. Prerequisites: Completion of Special Education Program. (Fall, Spring)

EDUC 451/452 Special Studies in Education (3)
This course is intended to provide flexibility in selection of course content in utilizing resources and programs not regularly available. The student's record will indicate the exact title describing content. May be repeated for credit. Prerequisite: Permission of instructor.

EDUC 475 Special Topics in Education (3)
This course is intended to provide flexibility in selection of course content in utilizing resources of programs not regularly available. The student's record will indicate the exact title and description. Prerequisite: Permission of instructor and advisor is needed.

EDUC 482 Navigating the Tennessee Teacher Evaluation System (3)
This elective course is designed to assist candidates in developing the knowledge, skills, and disposition required for effective teacher assessment in the Tennessee school system. (Offered as needed)

EDUC 485 Special Topics in Education (3)
This course is intended to provide flexibility in selection of course content in utilizing resources of programs not regularly available. The student's record will indicate the exact title and description. Prerequisite: Permission of instructor and advisor is needed.

ENGLISH COURSES

ENGL 010 Transitional Writing I (3) (CORE I) *
This course is designed to give intensive practice in the fundamentals of grammar, usage, sentence structure, mechanics, diction, and paragraph writing. Emphasis is placed on the sentence. Fall and Spring. (A grade of C or better is required to proceed to ENGL 011.)

ENGL 011 Transitional Writing II (3) (CORE I) *
This course is designed to give intensive practice in the fundamentals of essay writing with particular emphasis on organization and purpose of the paragraph. Fall, Spring, and Summer. (A grade of C or better is required to proceed to ENGL 111.)

ENGL 111 English Communications I (3) (CORE II)
The first part of the two-semester freshman composition program, this course is designed to help the student gain proficiency in thinking logically and writing intelligently and effectively. Prerequisite: Placement test or ENGL 011; (Fall, Spring, and Summer) (A grade of C or better is required to proceed to ENGL 112.)

ENGL 112 English Communications II (3) (CORE II)
This course is a continuation of English 111, with emphasis on analysis and evaluation of written discourse and argument as a type of discourse. Prerequisite: ENGL 111. (Fall, Spring, and Summer) (A grade of C or better is required to proceed to ENGL 205.)

ENGL 205 Human Literary Heritage (3) (CORE II)
This course will introduce students to humanity's literary heritage through reading and critical analysis and evaluation of poetry, drama, and fiction, coordinated with the human heritage sequence (HUMN

211, HUMN 212). Attention will be given to African and African American literary contributions to the human literary heritage. Prerequisites: ENGL 111, ENGL 112. (Fall, Spring, and Summer) (A grade of C or better is required to meet degree requirements and to continue in English courses.)

ENGL 300 English Research Seminar (3)
This course is designed to enhance close reading skills and building competency in research development. Prerequisite: ENGL205. (Spring)

ENGL 301 World Literature, Ancient (3)
This reading course is designed to study the major genres in classical and medieval literature with a look at modern developments in these genres. Prerequisite: ENGL 205.

ENGL 302 World Literature, Modern (3)
This reading course is designed to study representative works of the major literary periods in Western Civilization from the Renaissance to the present, including non-Western literature. Prerequisite: ENGL 205.

ENGL 303 Advanced Composition (3)
This course is an intensive study of elements of elective prose: logic, style, and sentence structure. Emphasis on writing and revising. Prerequisites: ENGL 111, 112.

ENGL 305 Shakespeare (3)
The course involves a close study of selected plays in historical context. Particular attention will be paid to his development in each of the dramatic genres in which he wrote: comedy, history, and tragedy. Offered in alternate years. Prerequisite: ENGL 205.

ENGL 306 Creative Writing (3)
This course is a study of contemporary writing aimed at the development of personal style and form. Prerequisites: ENGL 111, 112.

ENGL 307 American Literature, 1620-1860 (3)
This course offers a survey of major American writers from the colonial period to the Civil War, with principal attention given to the major developments in poetry, in essay, and in fiction. Offered in alternate years. Prerequisite: ENGL 205. (Fall)

ENGL 308 American Literature, 1860-1930 (3)
This course offers a survey of the major American writers from 1860 to 1930, with principal attention given to the major developments in poetry and fiction. Offered in alternate years. Prerequisite: ENGL 205. (Spring)

ENGL 309 African American Literature I (3)
This course is a survey of African American literature in all genres from its beginnings to the Harlem Renaissance. Offered in alternate years. Prerequisite: ENGL 205. (Fall)

ENGL 310 African American Literature II (3)
This course is a survey of African American Literature in all genres from the time of the Harlem Renaissance to the present. Offered in alternate years. Prerequisite: ENGL 205. (Spring)

ENGL 316 Twentieth Century English Literature (3)
This course is a survey of the important movements in modern British literature, with special attention to such writers as Shaw, Yeats, Elliot, Pound, Auden, Joyce, and Lawrence. Prerequisite: ENGL 205.

ENGL 317 The Novel (3)
This course is a survey of the British and American novels, with emphasis on representative major novelists. Prerequisite: ENGL 205.

ENGL 318 Modern American Literature (3)
This course is a study of the major American writers and literary movements in all genres from the 1930s to the present. Prerequisite: ENGL 205.

ENGL 320 The Teaching of English (3)
This course is required of persons expecting to teach English in secondary schools. Emphasis will be placed on materials and methods in the teaching of English. This course may be taken in lieu of Education 414. Prerequisite: ENGL 205

ENGL 321 The Literature of Childhood (3)
This specialized course is designed for the pre-professional development of a knowledge base and performance skills to work effectively and reflectively with textual and multicultural context of books for children attendant with the principles of book selections and usage for teaching and learning. Offered in alternate springs. Prerequisite: ENGL 205.

ENGL 322 Literature of Adolescents and Young Adults (3)
This specialized course is designed for the pre-professional development of a knowledge base and performance skills to work effectively and reflectively with textual and multicultural context of books for adolescent's attendant with the principles of book selections and usage for teaching and learning. Offered in alternate springs. Prerequisite: ENGL 205.

ENGL 323 Introduction to the English Language I (3)
This course is an introduction to the structure of English covering the phonetics and phonemics of modern English. Offered in alternate years. Prerequisite: ENGL 205. (Fall)

ENGL 324 Introduction to the English Language II (3)
This course is a continuation of ENGL323, covering the syntax of modern English and the historical background of English. Offered in alternate years. Prerequisite: ENGL323. (Spring)

ENGL 331 English Literature, Beginnings to 1450 (3)
This course is a survey of English literature up to the beginnings of the Renaissance, with emphasis on Middle English literature, including an intensive study of Chaucer. Offered in alternate years. Prerequisite: ENGL 205. (Fall)

ENGL 332 English Literature, 1450-1785 (3)
This course is a survey of Renaissance through Neoclassical literature, with emphasis on such major writers as Spencer, Milton, Dryden, Swift, Pope, and Johnson. Offered in alternate years. Prerequisite: ENGL 205. (Spring)

ENGL 333 English Literature, 1785-1901 (3)
This course is an intensive study of the major writers of the Romantic Period and Victorian Age. Offered in alternate years. Prerequisite: ENGL 205. (Fall)

ENGL 399 English Co-Op Experience (3)
This is an optional offering for students to earn academic credit through specially structured work experiences complemented by an academic exercise or through special programs combining on-the-job training with academic projects. Students must confer with their advisor prior to enrollment and must receive approval from the advisor, instructor, and division chair for specific projects prior to registration. Prerequisite: sophomore status and consent of instructor. (As needed)

ENGL 401 Seminar in English (1-5)
In this course, the subject matter will vary. English 401 can be repeated with different subject matter. Prerequisites: ENGL 205 and one 300 level English course.

ENGL 402 Seminar in English (1-5)
In this course, the subject matter will vary. English 402 can be repeated with different subject matter. Prerequisite: ENGL 205 and one 300 level English course.

ENGL 403 Special Topics in African American Literature (3)
This is an intensive study of genres, authors, or periods related to the literary contributions of African Americans. The subject matter of the course will vary. English 403 can be repeated with different subject matter. Prerequisite: ENGL 205.

ENGL 421 English for PreK-6 Teachers (3)
This course is required for persons expecting to teach English in elementary schools. Emphasis is placed on materials and methods in teaching English. Prerequisites: Completion of all required 300-level English courses, Passing or waiver of Praxis I, Passing of content knowledge and specialty examinations.

ENGL 451 Special Studies (3)
This is a course intended to deal with subject matter not usually offered; topics will vary. English 451 can be repeated with different subject matter. Student's record will indicate the exact title describing course content. Prerequisite: ENGL 205.

ENGL 452 Special Studies (3)
This is a second semester of course work similar to that described for English 451. English 452 can be repeated with different subject matter. Prerequisite: ENGL 205.

ENGL 453 Internship in English (3)
This course is designed to give students practical experience in English through any qualified agency operating throughout the U.S. Prerequisite: Permission of instructor. (Fall or Spring)

ENGL 460 Senior Capstone (3)
In this course, after an intensive review of the major traditions of literary criticism: British, American and African American, each student will undertake a research project focused on the life and work of a significant African American author or a significant pedagogical study of language issues and practices. The student will present both written and oral research reports. Prerequisite: Completion of all English major required courses. (Fall)

ENGL 499 English Co-Op Experience (3)
This is an optional offering for students to earn academic credit through specially structured work experiences complemented by an academic exercise or through special programs combining on-the-job training with academic projects. Students must confer with their advisor prior to enrollment and must receive approval from the advisor, instructor, and division chair for specific projects prior to registration. Prerequisite: sophomore status and consent of instructor. (As needed)

FRENCH COURSES

FREN 101 Elementary French I (3)
This course is an introduction to the sounds, the basic structures and vocabulary of French. It focuses on development of the four language skills: listening, reading, writing, and speaking. Extensive use of audio-visual materials. (Fall, Spring, and Summer)

FREN 102 Elementary French II (3)
This course is a continuation of French 101. Prerequisite: FREN 101. (Fall, Spring, and Summer)

FREN 201 Intermediate French I (3)
This course is a review of grammar and intensive oral-aural practice with emphasis on developing the ability to read French. Extensive use of audio-visual materials. Prerequisite: FREN 102 or equivalent. (Fall, as needed)

FREN 202 Intermediate French II (3)
This course is a continuation of French 201. Prerequisite: FREN 201 or equivalent. (Spring, as needed)

FREN 301 Conversation and Composition (3)
This course provides intensive oral-aural and writing practice and vocabulary building. Prerequisite: FREN 202 or equivalent. (As needed)

FREN 302 Introduction to French Literature (3)
This course is a study of the historical development of French literature. Readings from works representative of the several genres and literary movements prior to the 20th century will be used. Prerequisite: FREN 202 or equivalent. (As needed)

FREN 450 Directed Study and Travel Abroad (3)
This course is a study of French literature and culture in a native environment. Before traveling abroad, the student will work with the instructor to develop a reading list and a study-travel plan. Upon completion of the program, the student will prepare a paper based on the travel-study experience. Prerequisite: FREN 202. (As needed)

FREN 451-452 Special Studies in French (3-3)
These courses deal with subject matter not usually offered and will vary according to the student's needs and availability of faculty. Student's record will indicate the exact title describing course content. Can be repeated for credit. Prerequisite: French 301 or 302. (As needed)

FRESHMAN SEMINAR COURSES

FRSM 101 Freshman Seminar I (2) (CORE II)
The first of two seminars, this course is organized around common readings, assemblies, and activities to provide exposure to a variety of philosophical approaches to education (a grade of D or better is required for passing).

FRSM 102 Freshman Seminar II (2) (CORE II)
This course is designed to help the student identify and define career aspirations and prepare for graduate and/or professional school. Students who complete the course work in both sessions with a grade of C or above are formally transferred to the divisional major for continued academic advisement (a grade of D or better is required for passing). Prerequisite: FRSM 101

HISTORY COURSES

HIST 201 Early Modern United States History to 1895 (3)
This is a survey from the discovery of America to 1865 with emphasis on the colonial origins of American institutions, the formation of the United States, and the sectionalism, which was climaxed by the Civil War and Reconstruction.

HIST 202 Modern United States History from 1895 to the Present. (3)
This is a continuation of HIST 201 with emphasis on the changes brought by the shift from an agrarian to an industrial society, the increased participation of the United States in world affairs, and the increasing role of government in the United States. (Fall, Spring and some Summers)

HIST 221 Introduction to African American History I (3) (Core II)
This course is a survey of the major forces which shaped the African American experience in the Americas. Emphasis will be placed on introduction to African American studies, European contact with Africans, the slave trade and slavery, the Civil War and Reconstruction, up to 1877. Prerequisite: sophomore standing.

HIST 222 Introduction to African American History II From 1895 to the Present (3)
This course is a continuation of History 221 and covers the period 1877 to present. Perquisites: sophomore standing.

HIST 251 Special Studies (3)
This course is designed to provide flexibility of course content utilizing resources and programs not regularly available at the sophomore level. (As needed)

HIST 302 Establishment of the United States (3)
This course is a study of the American Revolution, the resulting government, the development of American nationality, and the ante-bellum era. Offered in alternate years. (Fall and some Summers)

HIST 303 Civil War and Reconstruction (3)
This course is a study of the development of sectionalism which led to the war, problems of the war, the Reconstruction period and its heritage, and the changes which resulted from the shift from an agrarian to an industrial civilization. (Alternate years, Spring and some Summers)

HIST 308 Blacks in U.S. History before 1865 (3)
In this course, a study will be made of the history of how African Americans came to North America and what happened to them after they got here. The story begins in Africa with some of the great empires of West Africa and ends with the Civil War in 1865. (Alternate Fall and some Summer).

HIST 309 History and Culture of Africa (3)
This course is an introduction to the study of East, West, Central, and South Africa with primary focus on West and Central Africa from about 1000 AD to the beginning of the 17th century, leading to the partitioning of Africa by Western powers. Africa's geography, its history, and its rich cultural heritage will be stressed along with contemporary issues, such as post-apartheid in South Africa.

HIST 310 Blacks in U.S. History since 1865 (3)
This course is a study of the Blacks in American history from 1865 to the present. Emphasis is on the first period of Reconstruction, leadership strategy and protest, Black movements, and the second Reconstruction which was ushered in by Martin Luther King, Jr., and which continues to the present time. (Offered in alternate Springs; some Summers)

HIST 311 Renaissance to Revolution: Europe 1500 to 1800 (3)
This course is a study of political, social, economic and intellectual developments in Europe during the period including the Renaissance, Reformation, the rise of stable central governments, the expansion of Europe, the scientific revolution and the Enlightenment. (Fall)

HIST 312 Modern Europe 1789 - Present (3)
This course is a study of some of the movements, which shape contemporary life, including industrialism, liberalism, socialism and nationalism; of major wars and attempts to maintain the peace; of communism and the Russian Revolution; and of the rise of Fascism. (Spring)

HIST 315 Modern World History (3)
This course is an examination of the growing interdependent globe since the 17th century, the reactions and results of increased global interaction and its meaning for contemporary societies. (Alternate years, Spring)

HIST 322 Topics in 20th Century American History (3)
This course is a study of selected topics in 20th century American history provides students with an understanding of the major currents in the U.S.A. during this century. (Offered in alternate years, Spring)

HIST 338 Citizenship and Democracy (3)
This seminar course is designed to explore current, civic and political issues. The course is designed to allow the student to gain a better understanding of service, leadership development, citizenship, community service, community awareness, global awareness, and ethical and moral considerations involved in volunteerism in community service. Cross-listed with POLS 338 and SVLG 338. (Fall, Spring)

HIST 352 Readings in the History of Black Americans (3)
This is a reading course in a phase of the history of the Black experience determined by the student and the instructor and approved by the division chairperson. The transcript record will indicate the period or phase studied. Offered in alternate years, Prerequisite: HIST 308 or 310. (Spring)

HIST 355 Readings in History (3)
This course will help students acquire the skills of research, bibliography, interpretation and analysis. Further, it will provide students with the opportunity to independently investigate an era or phase of history of interest to them. Designed specially to develop the specialized reading skills of the professional historian, this course will normally be offered on a tutorial basis at the request of the student. The student and instructor will select the specific topic of study, subject to the approval of the division chairperson. The exact topic will appear on the student's transcript. Prerequisites: 18 hours in history, junior or senior status, and the permission of the instructor. (As needed)

HIST 360 Area Studies in the Third World (3)
This flexible course provides students the opportunity to study areas of the non-western world, concentrating on social, political and cultural traditions. The exact area studied would appear on the student's transcript. (As needed)

HIST 451 Special Studies in History (3)
This course is intended to provide flexibility in selection of course content by offering topics of study not regularly available. This course frequently will be offered as an advanced research tutorial for history majors to fulfill their research requirement. Prerequisite: nine hours in history and consent of the instructor. (As needed)

HIST 453 Internship in History (3 to 12)
This internship is in a local, state or national government agency or private, public, or educational service that relates to the field of history. Students in the program must have earned at least 65 semester hours and must have a grade point average of at least 2.00. Depending upon the hours assigned by the agency to the program, the student will enroll for 3 to 12 semester hours credit. The name of the project or agency will be included on the student's official academic record. Prerequisite: 9 semester hours in history and consent of the instructor. (As needed)

HIST 460 History Capstone (3)
This course is designed to provide students a basis for engaging in independent research by surveying literature relevant to the social sciences in general and to the student's major discipline. Students will participate in a multidisciplinary seminar, with writing and technology workshops, and have individual research tutorials with mentors. In addition, students will enhance their present skills in the areas of critical thinking, problem solving, analytical thinking, summarization, communication, value clarification and practical application. This process will result in a major research project, paper, and formal oral presentation. Individual research topics will be determined by mutual agreement of the student, course instructor and faculty mentor. Prerequisite: Completion of all History major required courses. Also, Capstone students must have successfully completed English 111, 112, and Hist 386 Qualitative or 390 Quantitative Research Methods.

HIST 499 History Co-Op Experience (3)
This is an optional offering for students to earn academic credit through specially structured work experiences complemented by an academic exercise, or through special programs combining on-the-job training with academic projects. Students must confer with their advisor prior to enrollment and must receive approval from the advisor, instructor and division chair for specific projects prior to registration. Prerequisite: sophomore status and consent of instructor. (As needed)

HUMANITIES COURSES

HUMN 211 The Awakening World (3) (Core II)
This course is an integrated survey of the human heritage with special emphasis on the arts, religion, philosophy and cultural developments throughout the world. The Awakening World will focus on early and classical cultures in Africa, Europe, Asia, and the Americas. Prerequisite: ENGL 111 and ENGL 112 (Fall and Summer I)

HUMN 212 The Global Village (3) (Core II)
This course is an integrated survey of the human heritage with special emphasis on the arts, religion, philosophy, and cultural developments throughout the world. The Global Village focuses on the increased worldwide interconnectedness since the 1500s and on global revolutions in the arts, sciences, politics, and society in the modern world. Prerequisite: HUMN 211. (Spring and Summer II)

HUMN 400 Research Methodology for Capstone (3)
This course is designed to enhance students' knowledge of research strategies and application leading to a structured written Capstone research proposal or paper. The course will also enhance students' ability to present research material to an academic audience. Prerequisite: Completion of 75% of Major content courses.

HUMN 451 Special Studies in the Humanities (3-12)
This course is intended to allow flexibility in selection of course content by utilizing resources and programs not regularly available. Foreign tour programs linked with academic studies and evaluation may be one option. Programs are frequently held in a consortium arrangement with other colleges. Student transcripts will indicate the exact title describing content. Foreign travel programs must be approved by the division chair and the vice president for Academic Affairs/Dean of Faculty. This course will provide the student the opportunity to participate in some significant research project, significant writing experience, and an oral presentation to show the integration of major subject matter with other areas of the humanities, the impact of CORE on the major field, the Afro-centric perspective, value orientation, and a significant reading experience. Prerequisite: junior standing. (Spring)

HUMN 460 Senior Capstone (3)
The student will undertake a research project focused on a topic that combines his/her two areas of concentration within the humanities. Both oral and written research reports are required. The student will include an art exhibit and/or musical recital, if appropriate. Prerequisites: Completion of all Humanities major/concentration required courses. (Fall)

HEALTH AND FITNESS/WELLNESS COURSES

HLFW 100 Beginning Swimming (1)
This is an activity course for non-swimming beginners. Students will become oriented to the water, learn basic survival skills, and beginning swimming skills.

HLFW 105 Student Athlete (1)
This course may be taken only by active student athletes during the semester in which they participate in any college sanctioned athletic program for one full season. This excludes "managers" of athletic teams. This course may be repeated up to three times for a maximum total of four credit hours. (Note: all students are required to take HLFW 129 Lifetime Fitness). HLFW 105 only satisfies

the additional one credit hour HLFW activity course for graduation. This course is offered as pass/fail only.

HLFW 113 Intermediate Swimming (1)
This is an activity course for students who already possess basic swimming skills. Topics covered will include perfecting all swimming strokes and kicks, and basic diving techniques. Prerequisite: HLFW100 or equivalent.

HLFW 119 Badminton and Volleyball (1)
This is an activity course in which the student develops an appreciation for and proficient skills in the games of badminton and volleyball.

HLFW 120 Advanced Swimming/Lifesaving (2)
This is an activity course in which the student develops deep-water rescue skills. Resuscitation of the drowning victim is taught, as well as an appreciation for water safety. Form and endurance are stressed. Deep-water work is required.

HLFW 121 Tennis (1)
This is an activity course that provides the beginning student with a comprehensive guide and reference of tennis skills, practice and play. The course covers all basic fundamentals and strategies of beginning tennis.

HLFW 122 Beginning Golf (1)
This is a one-hour activity course that provides the beginning student with a comprehensive guide and reference of golf skills, practice, and play. It includes knowledge of fundamental golf strategies. Special emphasis is given to using golf as a business and life skill and the opportunities which golf provides in business and professional situations.

HLFW 129 Lifetime Fitness (1) (Core II) *
This CORE II required course offers the student an opportunity to develop positive lifestyle patterns, which strive toward total fitness. Students will participate in exercise and sport skill activities as well as discuss additional aspects of fitness including nutrition, weight control and fitness - related lifestyles.

*ROTC students, military and active Reservists are exempt from HLFW 129 (Lifetime Fitness) and the required HLFW activity course. A Military ID must be presented, and ROTC must be verified through transcript or other College/University means. All other students are required to take HLFW 129, Lifetime Fitness. Disabled students will be accommodated in HLFW 129, at the level of mobility/movement described by their physician, after submitting a physician statement to the Office of Student Disabilities

HLFW 130 Personal Health (3)
Students are exposed to a wide variety of current health issues, as well as positive health behaviors. Topics also covered include mental health, disease, and consumer, community, and environmental health, nutrition, and survey of drugs.

HLFW 310 Elementary Physical Education/First Aid And Safety (3)
This course covers the basic knowledge, skills, and strategies for K-MS physical education instruction with emphasis on integration into other subjects in the curriculum. It includes skills and techniques for first aid in sudden illness and injury, as well as administration of cardiopulmonary resuscitation.

Prerequisite: This course is open to Juniors or Seniors seeking an endorsement in an EDUC major program of study. (3 hours).

HLFW 322 Health-Elementary-Education / Nutrition (3)
This course covers the basic knowledge, skills, and strategies for K-MS health instruction with emphasis on integration into other subjects in the curriculum. It includes knowledge of the role nutrition plays in growth and development, health promotion, and wellness. Jr/Sr. status in EDUC major required. (3 hours). Open to Junior and Senior Education Majors only.

INTERDISCIPLINARY STUDIES COURSES

IDST 399 Cooperative Experience (3)
This course provides hands-on field experience for students majoring in Interdisciplinary Studies. Placement may be arranged with the academic advisor and/or the Office of Career Services and should be applicable to either one or both major areas of study pertaining to the student's Interdisciplinary program of study. Prerequisite: Junior or Senior status and approval of Division Chair. (As needed)

IDST 460 Capstone (3)
This course is designed to synthesize and integrate the content of the student's program of study, especially demonstrating fulfillment of their proposal/contract. This course will result in a major research project, paper, and formal oral presentation. Individual research topics will be determined by mutual agreement of the student and the course instructor. The student will include an art exhibit and/or musical recital, if appropriate. Prerequisite: Completion of the majority of course works in the areas of study. (Offered as needed)

IDST 499 Internship (3)
This internship is in a local, state or national government agency or private, public service agency, which will provide the students with experiential learning in the area of one of the major concentrations. The student must have completed 65 semester hours and have a grade point average of at least 2.5. (Fall, Spring, and Summer)

INFORMATION TECHNOLOGY COURSES

ITEC 120 Introduction to Information Technology (3)
This course is to provide students with an understanding of computer-based information systems and technologies. Topics include computing concepts and terminology, hardware and software, computer security, networking, database, and the Internet. Three hours of lecture per week. Prerequisite: none (Fall, Spring)

ITEC 223/COSI 223 Introduction to Programming (3)
This is an introductory course in object-oriented programming in Java for the student without previous programming experience. This course focuses on problem solving, modeling, algorithm design, abstraction, with emphasis on the development of working programs and fundamental concepts of Java programming in the object-oriented paradigm. Topics include primitive data types, control structures, arrays, I/0, objects and classes. Prerequisite: none. (Fall)

ITEC 223L/COSI 223L Introduction to Programming Lab (1)
This is the corresponding lab course to ITEC 223/COSI223 in which the topic of object-oriented programming for the student without previous programming experience. This course focuses on problem solving, modeling, algorithm design, abstraction, with emphasis on the development of working programs and fundamental concepts programming in the object-oriented paradigm. Topics include primitive data types, control structures, arrays, I/0, objects and classes. Co-requisite: ITEC 223/COSI223 (Fall)

ITEC 225/COSI 225 Advanced Programming (3)
This is a continuation of COS I 223/ITEC 223 Programming in Java I with emphasis on advanced programming design and object-oriented algorithmic problem solving in Java. Topics include inheritance, polymorphism, exception handling, file and stream, recursion, and graphic user interface. Prerequisite: ITEC 223/ COS I 223 Introduction to Programming (Spring)

ITEC 225L/COSI 225L Advanced Programming Lab (1)
This is the corresponding lab course to COSI225/ ITEC 225 with emphasis on advanced programming design and object-oriented algorithmic problem-solving. Topics include inheritance, polymorphism, exception handling, file and stream, recursion, and graphic user interface. Co-requisite: ITEC 225/COSI225 (Spring)

ITEC 240 Discrete Structures (3)
The course includes set algebra, mapping, relations, elements of graph theory, Boolean algebra, prepositional logic, and introduction to finite state machines and applications. Three hours of lecture per week. Prerequisites: COSI 223/ITEC 223 and MATH 145. (Fall, Spring)

ITEC 305 Web Page Development (3)
This course covers planning, creating, and maintaining web pages using HTML, XHTML, Cascading Style Sheets, and web page authoring software. Students will gain hands-on experience in creating static web pages include text, images, tables, forms, frames, sound, video, animation and basic JavaScript. Three hours of lecture per week. Prerequisites: ITEC 120. (Fall, Spring)

ITEC 310 Introduction to UNIX (3)
This course covers the use of UNIX operating system as a program development environment. Topics include UNIX commands, text editor, system calls, file systems, shell scripting, and programming tools. Prerequisite: COSI 223/ITEC 223. (Fall, Spring)

ITEC 315 Client-Side Web Programming (3)
This course introduces development of dynamic websites using current scripting languages for client-side development. Topics include XHTML, Cascading Style Sheets, Client-Side JavaScript, form validation, and web graphics. Three hours of lecture per week. Prerequisites: ITEC 305. (Fall, Spring)

ITEC 320 Computer Hardware (3)
A study of the terminology and concepts associated with computer systems hardware. Topics include hardware components, memory organization and management, system maintenance and troubleshooting. Hands-on active learning required. Prerequisites: ITEC 120. (Fall, Spring)

ITEC 330 Computer Networks (3)
This course covers the spectrum of computer networking in a theoretical and practical framework. Topics include network media, topologies, the OSI model, protocols, security, and network architectures. Hands-on active learning required. Three hours of lecture per week. Prerequisites: COSI 223/ITEC 223. (Fall, Spring)

ITEC 335 Network Administration (3)
This course provides the knowledge and hands-on skills necessary to manage a local area network and its resources. Topics include directory services, server management, file and print services, user/client administration, and network services such as DNS, DHCP, and VPN. Three hours of lecture per week. Prerequisite: ITEC 330. (Fall, Spring)

ITEC 340 Human Computer Interaction (3)
This course is the study of the effect of psychological and physiological factors on the design of the Human-Computer Interface (HCI). It includes the influence of various input and output devices and the evaluation of the interface for qualities such as learnability, usability, human efficiency, and accuracy. Students will design, implement, analyze, and evaluate Graphical User Interfaces (GUIs). Prerequisites: COSI 225/ITEC 225. (Fall, Spring)

ITEC 345 Database Management (3)
This course emphasizes the concepts and structures necessary for the design and implementation of database management systems, data models, data normalization, relational algebra, SQL, file organization, and index organization. Three hours of lecture per week. Prerequisite: ITEC 240. (Fall, Spring)

ITEC 350 Database Programming (3)
This course will introduce students a working knowledge and hands-on familiarity with Oracle PL/SQL language. Topics include advanced SQL, triggers, stored procedures, Oracle Forms, SQL loader, and database security such as database users, roles and grants apply to the execution of PL/SQL. Three hours of lecture per week. Prerequisite: ITEC 345. (Fall, Spring)

ITEC 415 Server-Side Web Programming (3)
This course introduces server-side web programming/scripting languages covering basic programming techniques. Students will learn how to maintain state through the use of cookies, query string variables, sessions and files. Other topics include web-based data collection, form verification, database connectivity and XML. Three hours of lecture per week. Prerequisites: ITEC 315. (Fall, Spring)

ITEC 430 TCP/IP Internetworking (3)
This course is to provide an overview of TCP/IP networking protocols. Protocols and technologies include an introduction to ARP, IP, ICMP, UDP, TCP, routing protocols, and application protocols like DNS, SMTP, FTP, HTTP, IPv6, and multicasting protocols. To provide socket programming experience with the client/server model. Three hours of lecture per week. Prerequisite: ITEC 330. (Fall, Spring)

ITEC 435 Network Security (3)
This course is designed to provide a practical survey of both the principles and practice of cryptography and network security. Topics include an introduction to public-key encryption, access control, distributed authentication, firewalls, electronic mail security, IPSec, VPN, and

intrusion detection systems. Three hours of lecture per week. Prerequisite: ITEC 330. (Fall, Spring)

ITEC 445 Database Administration (3)
The course addresses how to manage a database server in a client/server environment. Topics include installation and upgrade of a DBMS, user account and security management, backup and recovery procedures, and performance monitoring and tuning. Hands-on active learning required. Three hours of lecture per week. Prerequisite: ITEC 345. (Fall, Spring)

ITEC 450 Special Topics (3)
This course is designed to meet the current needs of the student and to express the particular interests of the instructor. Three hours of lecture per week. Prerequisite: consent of instructor. (As needed)

ITEC 455 Information Technology Projects (3)
This course requires that the student design, develop, and implement a major project or software that solves a real problem in either the science or the business field. The project requires oral presentations and written reports. Prerequisite: consent of the instructor. (As needed)

ITEC 460 Information Technology Capstone (3)
This course meets three hours weekly, during which topics are discussed and students relate their literature search with professional experience and ethics. During the first half of the semester, the students will have an opportunity to review the information technology courses. There will be an exit exam at the middle of the semester. During the semester, students will research and develop two formal written reports, one in their major and one in another area of their choice. At the end of the semester, the student will submit the formal written reports and present his/her project using PowerPoint. Prerequisites: Completion of all Information Technology major/concentration required courses. (Spring)

ITEC 499 Information Technology Co-Op Experience (3)
This course is designed to strengthen career-preparation and to show the relevance of classroom and instruction to the real world of work. A student, engaged in an enrichment program away from campus, may contact his/her advisor and division chair of the possibility of getting appropriate credit. (Fall, Spring, or Summer)

JOURNALISM AND MASS COMMUNICATION COURSES

JMCO 100 Introduction to Mass Communication (3)
This course focuses on general mass media operations and effects – print and electronic – and allows students to gain valuable insight into past and present media operations. (Fall)

JMCO 234 Writing for Media (3)
This course focuses on the elements of news for print and electronic media, with practice in recognizing, writing and evaluating news. The course involves fieldwork assignments for *The Magician* newspaper. Prerequisite: ENGL 111 (Fall and/or Spring)

JMCO 236 Publication Layout and Design (3)
This course provides students with basic knowledge of producing a publication using InDesign, including layout and design and combining texts and graphics. Emphasizes hands-on production of the student newspaper. (Spring)

JMCO 237 Copy Editing (3)
This course familiarizes students with the skills of a copy editor, including editing for accuracy and news value, publication style, grammar, spelling, punctuation, and newspaper headline writing. The course involves fieldwork assignments for *The Magician* newspaper. Prerequisite: JMCO 234 (Spring)

JMCO 300 Reporting (3)
This course focuses on gathering, processing, and reporting of news for print and electronic media, understanding of the beat system, and advanced interviewing techniques. The course involves fieldwork assignments for *The Magician* newspaper. Prerequisite: JMCO 234 (Fall)

JMCO 301 Photojournalism (3)
This course introduces the fundamentals of digital photography with emphasis on basic photographic techniques of imaging devices, such as cameras, cell phones, video cameras, etc. This course includes methods of producing quality imaging for the effective documentation of news events. (Spring)

JMCO 302 Communication Law (3)
This course examines the legal and ethical ramifications of media laws that both inhibit and enhance the mass media, focusing on the issues of First Amendment, libel, privacy, copyright, communication regulation and policy. (Fall)

JMCO 335 Minorities in the Media (3)
This course covers minority depictions in the media. Topics include the traditional basis of coverage, how it changed during the civil rights movement of the 1960s and 1970s, what the prospects are for future change and whether the mass media can truly serve and be responsive to the needs of a socially and economically diverse society. (Spring)

JMCO 340 Feature Writing (3)
This course provides practice in writing feature stories for newspapers, magazines and public relations; emphasizes finding and developing publishable ideas. Prerequisite: JMCO 234 (Fall)

JMCO 399/499 Co-Op Experience (3)
This course offers students hands-on experience working on the school newspaper. Course may be repeated for credit. By permission of the instructor. (Fall and Spring)

JMCO 430 Advanced Reporting (formerly JOUR 430 Advanced Communication) (3)
This course examines advanced principles of public affairs, investigative reporting and freelance writing for the media. Lab experience includes writing news stories and features for publication. The course involves fieldwork assignments for *The Magician* newspaper. Prerequisite: JMCO 300. (Fall)

JMCO 437 History of Journalism (3)
This course examines the fundamentals and history of modern journalism, including its importance and impact on a democratic society. The course emphasizes effective news coverage/practices, writing and production. (Spring)

JMCO 451 Special Studies in Journalism and Mass Communication (3)
This course is intended to deal with subject matter not usually offered; topics will vary. JMCO 451 can be repeated with different subject matter. Student's record will indicate the exact title describing course content. Prerequisites: Junior status and consent of instructor. (Fall and Spring)

JMCO 453 Internship (3)
This course is designed to give students practical experience in journalism and mass communication through any qualified agency operating throughout the U.S. Prerequisite: Completion of Journalism and Mass Communication major required courses or permission of instructor. (Spring)

JMCO 454 Media Ethics (3)
In this course, students with tools and approaches developed over time designed to sort through the complexities posed by day-to-day conflicts and dilemmas of right and wrong in news reporting.

JMCO 460 Journalism and Mass Communication Capstone (3)
In this course, a student must demonstrate how research techniques along with media production are brought together to form a finished commercial marketable product that serves the interest of the audience and society. Prerequisite: Completion of the majority of Journalism and Mass Communication major required courses. (Fall)

MATHEMATICS COURSES

MATH 011 Developmental Mathematics (3) (CORE I) *
Developmental MATH 011 is the CORE I Mathematics Course. The course is developed for students who lack the knowledge of arithmetic and basic algebra. This course will be required for those students whose college placement scores meet the criteria for placement. Moreover, this course will be required for any student who does not take the mathematics placement test. In order to pass this course, the student must earn the grade of C or better. (Fall, Spring, and Summer)

> * Core I courses are counted as part of the course load and their grades are included in the calculation of the grade point average. However, their credit hours do not count toward graduation or toward the granting of College Honors. Students must achieve a minimum grade of C in Core I courses in order to progress to Core II. Core I course may be repeated up to two times in order to achieve a C. Students who fail to achieve a C after three attempts will be dismissed from the College. The dismissal may be appealed.

MATH 110 Concepts of Algebra (3) (CORE II)
This course will focus upon the following topics: basic concepts of algebra, radicals, factoring, linear equations, applications of linear equations, ratio, proportion, and variation, properties of exponents, quadratic equations and their applications, rectangular coordinate systems and circles, lines and their slopes, algebraic functions, system of equations and applications, linear inequalities, and linear programming. Prerequisites: Math ACT score of 18 or higher or MATH 011 with a C or better grade. (Fall, Spring and Summer)

MATH 111 Survey of College Math (3) (CORE II)
This course is an introduction to solving problems by inductive reasoning, reading graphs and their functions, Simple and compound Interest, Sets, Logic, Fundamentals of Geometry, Basic concepts of Probability and Statistics**.** Prerequisites: None. (Fall, Spring, and Summer)

MATH 130 College Algebra (3) (CORE II)
This course treats algebra topics that are applicable to a variety of disciplines. Topics include real numbers, radicals, equations, inequalities, complex numbers, polynomial, rational, exponential and logarithmic functions and their graphs. Prerequisite: MATH 110 (Concepts of Algebra) with a C or better grade. This course is required for students majoring in any of the sciences, mathematics, and computer science. Three hours of lecture per week. (Fall, Spring, and Summer)

MATH 145 Pre-Calculus (3) (CORE II)
In this course, topics include, trigonometric and circular functions, trigonometric equations, laws of sines and cosines, vectors, and DeMoivre's theorem. This is a required Core II course for all students majoring in any of the sciences, mathematics, and computer science. Three hours of lecture per week. Prerequisite: MATH 130. (Fall and Spring)

MATH 201 Analytical Geometry and Calculus I (4)
This is an introduction to calculus with associated analytical geometry. Topics include limits, continuity, the derivative and differentiation of algebraic functions, and applications of the derivative and indefinite and definite integrals. Four hours of lecture per week. Prerequisite: MATH 145. (Fall and Spring)

MATH 202 Analytical Geometry and Calculus II (4)
This course is a continuation of MATH 201. Topics include techniques of integration, inverse functions, exponential and logarithmic functions. Four hours of lecture per week. Prerequisite: MATH 201. (Spring)

MATH 300 Analytical Geometry and Calculus III (4)
In this course, topics include improper integrals, infinite series, polar coordinates, conic sections, vector calculus, calculus of several variables, multiple integrals, Green's theorem, Divergence theorem, Stokes theorem, and applications. Four hours of lecture per week. Prerequisite: MATH 202. (As needed)

MATH 301 Differential Equations (3)
This course is a study of differential equations of first and second order with applications. Optional topics include Power Series Method, Laplace Transforms, numerical methods, and boundary value problems. Three hours of lecture per week. Prerequisite: MATH 202. (As needed)

MATH 306 Linear Algebra (3)
In this course, topics include systems of linear equations, vector spaces, linear dependence, bases and coordinate systems, linear transformation, and matrices and determinants. Three hours of lecture per week. Prerequisite: MATH 202. (As needed)

MATH 310 Statistical Methods (3)
In this course, topics include Binomial, hyper geometric, Poisson, multinomial and normal distributions; test of hypotheses, chi-square test, t-test, F-test; and analysis of variance, regression and covariance. Three hours of lecture per week. Prerequisite: MATH 145. (Fall or Spring)

MATH 340 Numerical Analysis (3)
This course focuses on theory and practice of numerical computations with special reference to methods useful with modern electronic computers. Numerical methods include: an analysis of errors in approximate numerical calculations, solution of nonlinear equations, finite differences and

interpolating numerical polynomials, numerical differentiation and integration, least square approximations and orthogonal functions, matrices, and systems of linear equations. Three hours of lecture per week. Prerequisite: COSI 223/ITEC 223, MATH 202. (Spring or as needed)

MATH 401 Probability and Statistics Theory (3)
This course is a study of sample distributions, transformations of random variables, central limit theorem, law of large numbers, unbiasedness, least squares estimations, maximum likelihood estimations, confidence intervals, most powerful tests, and Neyman-Person Lemma. Likelihood ratio tests, probability and random variables, and discrete and continuous probability distributions. Three hours of lecture per week. Prerequisites: MATH 202 and 310. (Fall or Spring)

MATH 403 Abstract Algebra I (3)
This course is a basic introduction to concepts and techniques of abstract algebra. Content areas are set theory, basic property of integers, congruences in modular arithmetic, groups, subgroups, permutation groups, normal subgroups, and quotient groups. Three hours of lecture per week. Prerequisite: MATH 306. (As needed)

MATH 404 Abstract Algebra II (3)
In this course, topics include rings, polynomial rings, quotient rings, integral domain, fields, extension fields, automorphism, and Galois theory. Three hours of lecture per week. Prerequisite: MATH 403. (As needed)

MATH 405 Advanced Calculus I (3)
A study of the real number system, limits, continuity, and differentiability properties of functions of one or more variables. Three hours of lecture per week. Prerequisite: MATH 300. (As needed)

MATH 406 Advanced Calculus II (3)
In this course, topics include implicit function theorems, vectors and vector fields, ordinary and partial derivatives, theory of integration, line and surface integrals, infinite series, uniform convergence, power series, and improper integral. Three hours of lecture per week. Prerequisite: MATH 405. (As needed)

MATH 415 Complex Variables (3)
This course is a study of complex numbers, elementary functions, differentiation and integration, Cauchy Theory, Taylor expansion, Laurant expansion, singularities and zeroes, analytic continuation, theory of residues, infinite series, infinite products and entire functions. Three hours of lecture per week. Prerequisite: MATH 300 or 405. As needed.

MATH 421 Mathematics for PreK-6 Teachers (3)
This course is required of persons expecting to teach mathematics in elementary schools. Emphasis is placed on materials and methods in teaching mathematics. Prerequisites: Completion of all required 300-level mathematics courses, Passing or waiver of Praxis I, Passing of content knowledge and specialty examinations.

MATH 451 Special Topics (3)
This course is intended to provide flexibility in selection of course content in utilizing resources and programs not regularly available. Student's record will indicate the exact title describing content. Three hours of lecture per week. Prerequisite: MATH 202 and approval of instructor. (As needed)

MATH 460 Mathematics Capstone (3)
This course is designed to provide students a basis for independent research by surveying literature related to the student's major discipline. In addition, students will enhance their skills in the areas of critical thinking, problem solving, analytical thinking, summarization, communication, practical applications, and ethics. During classroom sessions, students will be directed to choose two topics. One topic will be in the area of pure or applied mathematics, and the other topic will be on the contributions of minority mathematicians. Students will conduct a literature search, discuss the ideas in the class and develop a formal report. Finally, students will be required to submit two formal written reports and do a formal PowerPoint presentation. Classroom discussions also will be centered on upper-level mathematical topics including integration of key contents of pre-calculus, calculus, linear algebra, and statistical methods to prepare them for an exit exam. Prerequisites: Completion of all Mathematics major required courses. (Spring)

MATH 499 Mathematics Co-Op Experience (1-3)
This course is designed to strengthen the career-preparation and to make more meaningful the relevance of classroom and instruction to the real world of work. A student, engaged in an enrichment program away from campus, may contact his/her advisor and division chair of the possibility of getting appropriate credit. Prerequisite: MATH 300. (As needed)

MOVING FORWARD TO GRADUATE SCHOOL COURSES

MFWD 101 Excelling in College (2)
This course will promote excellence in college through sessions on time management, note taking, study skills and test-taking skills. Students will set academic goals and establish personal priorities. Each student will identify potential majors and actively participate in activities associated with one or more potential majors. Prerequisite: Core II status: Students must have placed out of all Developmental Courses

MFWD 102 Introduction to STEM Research (2)
This course will introduce the basics of research and educational requirements for a· research career. Students will learn the basic skills for participation in research and attend research presentations. Prerequisite: Permission of Instructor

MFWD 201 STEM Research I (2)
Students will participate in faculty-led research in the Natural Sciences. Students will collect and analyze data. A presentation of research progress will be required. This course can be used as an elective in the Biology or Chemistry major. Prerequisite: MFWD 102 and permission of the instructor.

MFWD 202 STEM Research II (2)
This course is a continuation of MFWD 201 and will continue the research project. Students will apply to present their research on campus during Honors Week and are required to present at a conference appropriate for the discipline. This course can be used as an elective in the Biology or Chemistry major. Prerequisite: MFWD 201 or permission of the instructor.

MFWD 301 Graduate Program Selection (1)
Scholars are led toward graduate school placement by participating in graduate school workshops; exploring and developing a list of potential graduate programs and making

graduate school visits. (Fall)

MFWD 302 GRE Preparation (3)
This course will emphasize test taking skills and timing. Verbal and quantitative review sessions will be included. Scholars will participate in class activities and take multiple practice exams including a pre- and post-course test. Extensive use of recorded sessions, exercises and practice outside of class are required. (Spring)

MFWD 401 Graduate Application (2)
Professional socialization will include writing a cover letter to graduate school as well as networking skills through professional meetings and research presentations. The research mentor provides support in the preparation of applications to graduate schools. Completion of timely application to graduate schools is required. (Fall)

MFWD 402 Excelling in Graduate School (2)
Professional socialization will include mentoring entering scholars in the discipline toward the goal of graduate school entry. Completion of workshops on tips and skills for the first year of graduate school will be required. Spring
Prerequisite: MFWD401

MUSIC COURSES

MUAP 131 Vocal Class I (2)
This is a performance course open to students who desire knowledge of the fundamental techniques of singing. It will include minimum music reading instruction. (Fall and Spring) Formerly listed as MUSC 211.

MUAP 132 Piano Class I (2)
This is a group activity for persons who desire knowledge of the fundamentals of music and elementary training in piano playing. It will include the basic skills for music reading and keyboard techniques, desire and knowledge of the fundamental techniques of piano. (Fall and Spring) Formerly listed as MUSC 115.

MUAP 133 Brass Class I (2)
This is a performance course that focuses on the development of fundamental performance proficiency in one or more brass instruments. (Fall)

MUAP 134 Woodwind Class I (2)
This is a performance course that focuses on the development of fundamental performance proficiency in one or more woodwind instruments. (Fall)

MUAP 141 Vocal Class II (2)
This is a continuation of Vocal Class I. Those students who wish to expand their knowledge beyond the fundamentals of singing. Prerequisite MUAP 131. (Fall and Spring)

MUAP 142 Piano Class II (2)
This is a continuation of Piano Class I. This course is designed for those students who wish to expand their knowledge by continuing to develop their piano reading and performance skills. Prerequisite MUAP 131. (Fall and Spring)

MUAP 143 Brass Class II (2)
This is a continuation of Brass Class I. Those students who wish to expand their knowledge beyond the fundamentals of Brass. (Spring)

MUAP 144 Woodwind Class II (2)
This is a continuation of Woodwind Class I. Those students who wish to expand their knowledge beyond the fundamentals of woodwind. (Spring)

MUAP 211 Diction for Singers I (2)
This course involves the principles of singing diction through categories of the sound usability with a general introduction to the international phonetics alphabet (IPA) and song transcription in English. Problems in vowel modification, techniques of resonation and articulation will be addressed. The study also will include the development of specific skills for dealing with sound in certain languages of Western Europe other than English (Italian and Latin). (Fall)

MUAP 221 Diction for Singers II (2)
This is a continuation of Diction for Singers I. Students study French and German IPA and its application to singing. Prerequisite MUAP 211. (Spring)

MUAP 302 Comprehensive Musicianship for Pianist (2)
This progressive course of study of 1-8 semesters is a special piano seminar designed to acquaint students with various styles of piano playing and accompanying. The Bela Bartok Mikrokosmos will be used as the Basic instruction manual with current jazz books, gospel scores and hymnals as other sources of practical instructional material. The focus will be on sight-reading, practical ear training, basic theory, solo repertoire and ensemble playing. Special certificates will be given to students who complete specified performance levels each semester. A team of at least two instructors will give class and private instruction. May be repeated for credit for up to eight semesters. Admissions by permission based on interview and audition.

MUAP 311 Vocal Literature I (2)
This course is the study of vocal literature for solo voice for the beginning student. This course is a survey of performance criteria and historical significance of the art song literature of the U.S.A., British Isles, Germany, France and Italy. Concentration will be on German lieder, French melodies, Italian song, American, 2nd English art songs, and the Negro Spiritual contemporary selections by leading composers of the 20th century. (Fall)

MUAP 321 Vocal Literature II (2)
This is a continuation of Vocal Literature I. Continuance of representative solo literature for voice. Prerequisite MUAP 311. (Spring)

MUAP 322 Essential Keyboard Skills (1)
This is a beginning piano co-requisite course required for all music majors and minors currently enrolled in Music Theory I or II. This course is designed to build fundamental keyboard skills and to align with their Music Theory class. The course focuses on music theory, technique, repertoire, harmonization, transposition, sight-reading, and improvisation. This course is also open to non-music majors with previous keyboard experience. Course may be repeated for credit. By permission of the instructor. (Fall, Spring)

MUAP 323 Advanced Keyboard Skills (1)
This is a piano co-requisite course required for all music majors currently enrolled in Music Theory III or IV. This course is designed to build fundamental keyboard skills and to align with their Music Theory class. The course focuses on music theory, technique, repertoire, harmonization, transposition, sight-reading, and improvisation. Course may be repeated for credit. (Fall, Spring)

MUAP 490 Advanced Applied Course (1)
This course is designed to give students practical experience beyond their senior level applied course in either selected instrument (voice, piano, percussion, etc.). Prerequisite: Permission of instructor. The course may be repeated for credit. (Fall, Spring)

PERFORMANCE ENSEMBLE COURSES

MUEN 340 Whitaker Singers (1)
This course focuses on vocal techniques, sight reading, and the study of foreign language for performance with attention given to exceptional development of individual instruction for diverse use on the lyric stage i.e. Broadway, Opera, light classic, gospel, etc. Course may be repeated for credit (not to improve grades). (Fall, Spring)

MUEN 341 Concert Choir (2)
This course is open to all students who desire to express themselves in song and those who have had previous experience in choral groups. The objective is to improve the knowledge and performance of music by choir members. The chief function of the choir is to provide music for College chapel services. Admission by audition and permission of the director. (Fall and Spring) Course may be repeated for credit (not to improve grades). Formerly listed as MUSC 341.

MUEN 342 Instrumental Ensemble (1)
This course includes small groups of various instrumental combinations engaged in the study and performance of literature of various composers and eras. Admission by audition and permission of the director. (Fall and Spring) Course may be repeated for credit (not to improve grades). Formerly listed as MUSC 342.

MUEN 343 Jazz Ensemble (1)
This course is the study and performance of various styles in popular and jazz genres. Both vocalist and instrumentalist will perform. Admission by audition and permission of the director. (Fall and Spring) Course may be repeated for credit (not to improve grades). Formerly listed as MUSC 343.

MUEN 344 Concert Band (1)
This course includes the study and performance of band literature. The objective is to improve the knowledge and performance of music by band members. Admission by audition and permission of the director. (Fall and Spring) Course may be repeated for credit (not to improve grades). Formerly listed as MUSC 344.

MUEN 345 Contemporary Music Ensemble (1)
This course includes the study and performance of various styles in popular music and other genres. Both vocalist and instrumentalist will perform. Admission by audition and permission of the director. (Fall and Spring) Course may be repeated for credit (not to improve grades).

MUEN 346 Keyboard Ensemble (1)
This course includes the study and performance of various genres and musical styles performed on electronic keyboards and synthesizer instruments. Admission by audition and permission of the director. (Fall and Spring) Course may be repeated for credit (not to improve grades).

MUEN 347 Guitar Ensemble (1)
This course includes the study and performance of various genres and musical styles performed on guitars and electric bass instruments. Admission by audition and permission of the director. (Fall and Spring) Course may be repeated for credit (not to improve grades).

MUEN 348 Percussion Ensemble (1)
This course includes the study and performance of various genres and musical styles performed on drum and percussion instruments. Admission by audition and permission of the director. (Fall and Spring) Course may be repeated for credit (not to improve grades).

MUEN 349 Marching Band (1)
This course includes the study and performance of various genres and musical styles performed by marching band instruments. Admission by audition and permission of the Director. (Fall and Spring) Course may be repeated for credit (not to improve grades).

MUEN 350 Advanced Percussion Ensemble (1)
This advanced course includes the study and performance of various genres and musical styles performed on drums and percussion instruments. Admission by audition and permission of the director. (Fall and Spring) Course may be repeated for credit (not to improve grades).

MUSIC HISTORY/LITERATURE

MUHI 100 Music Appreciation (3)
In this course, the major emphasis is placed on the opportunities offered by music for a rich, full life. Significant events in the other arts are sketched in to aid the student's impression and understanding of the historical and cultural background. (Fall, Spring, Summer as needed).

MUHI 101 Introduction to Music Literature (3)
This course is designed to present a fundamental understanding of the basic elements of music and analyses of music of all periods and styles.

MUHI 307 Survey of Film Music (3)
This course examines the development of music in movies from silent films to full-featured dramatic films. Students will learn and understand the general filmmaking process and the music composer's process for scoring films. The student also will gain a working vocabulary of technical and musical terminology. Students will review film clips weekly and comment on the effectiveness of the musical score.

MUHI 308 Survey of African American Music (3)
This course is a survey of the music and musical instruments in the cultural contexts of Africa and America. Some of the topics to be discussed are the relation of music to black culture, African drumming, schools and idioms of jazz, the black performer in Euro-American music and African American folklore. Works of major and minor instrumentalists, vocalists and orchestra leaders will be listened to in-depth for analysis. This is not a performance class. (As needed)

MUHI 322 Music History I (3)
This course is a study of historical periods of music from Antiquity to the Baroque Period. Prerequisite: MUHI 101.

MUHI 323 Music History II (3)
This course is a continuation of the study of musical epochs from the Classical Period to the present. Prerequisite: MUHI 322.

MUHI 328 Black Memphis Musicians (3)
This course is a survey of the African American musicians from Memphis who have made significant contributions to the world of music. Focus is on the lives, works, careers, and influences of black Memphis musicians of all musical genres. Prerequisite: MUHI 100 or 101.

MUHI 329 Black Women Composers (3)
This course is designed to explore the role and talent of black women in the field of music composition. The lives and works of several composers in a variety of musical styles will be studied. Prerequisite: MUHI 100 or 101.

MUHI 412 History of Black Church Music (2)
This course is designed to introduce music of the black church in America including a review of African musical retentions and influence on the various musical styles associated with the black church. Prerequisite: MUSC 310.

SACRED MUSIC COURSES

MUSM 413 Church Music Seminar I (3)
This seminar course provides class lectures, listening lab and independent study of a variety of topics related to church music. Some of the activities and topics include mini workshops with invited church and school choirs; choosing music for specific services in a church choir setting; introduction to gospel music from the African American perspective/100 years of history from pre-Thomas A. Dorsey to Richard Smallwood; survey of the status of church music in the Memphis area; and survey of sacred music (non orchestral) discussing its Biblical foundations. Open to LeMoyne-Owen students and the community for credit or non-credit. (Fall)

MUSM 414 Church Music Seminar II (3)
This is a second semester continuation of Church Music Seminar I with expanded lectures and discussions on additional church music related topics. This seminar will also involve class time and independent study. Some of the focuses of this seminar will include: additional mini workshops with local church and school choirs observing rehearsal techniques; children's choir workshop working with selected voices featuring age and voice appropriate music for children's choirs in a church setting; instrumental music in the church; men's Choir workshop; survey of gospel music by Memphis area musicians; survey of gospel music from early Richard Smallwood to the present; survey of black gospel music in the Catholic church; overview of the musical settings of the mass from Gregorian chant to the present, featuring works by African American composers whose music is used in the Catholic and Episcopal churches; and survey of sacred works(orchestral and choral works with instrumental accompaniment). Open to LeMoyne-Owen students and the community for credit or non-credit. (Spring)

JAZZ AND CONTEMPORARY MUSIC STUDIES COURSES

MUJC 316 Jazz History (3)
This course is a survey of the development of jazz from its inception to present day styles. Activities include listening to recorded and live performances.

MUJC 317 Basic Skills in Jazz and Popular Music (2)
This course is designed to present the rudimentary skills of performing jazz and popular music, the course includes some study of the literature and history of these styles. Prerequisite: Applied music - 2 semesters and/or permission of the instructor.

MUJC 318 Jazz Theory I (3)
This course is a study of basic jazz melodic and harmonic structures and analysis.
Prerequisite: MUTH 314.

MUJC 319 Jazz Theory II (3)
This course is a continuation of MUTH 318 with emphasis on chord symbol realization, notation, rhythmic patterns, and analysis. Prerequisite: MUTH 318.

MUJC 324 Jazz Improvisation I (2)
This course is designed to provide experiences to develop improvisational skills including knowledge of basic materials, practices and opportunities to create personal expressive styles.
Prerequisite: MUSC 317 and/or permission of instructor.

MUJC 325 Jazz Improvisation II (2)
This is a continuation of MUSC 324 with emphasis on expanded improvisational skills and techniques in creating various expressive performance styles. Prerequisite: MUJC 324.

MUSIC BUSINESS/MANAGEMENT COURSES

MUSC 140 Music Technology/MIDI Lab (1)
This lab will provide students enrolled in MUSC 141; 142; 241 or 242 additional lab time to work on their projects and to explore their own music creations. Prerequisite: must be enrolled in MUSC 141; 142; 241; 242 or 245.

MUSC 141 Music and Computers I (2)
This course is an introduction to computers and audio software used to create music. Students are introduced to computer concepts and computer software concepts relating to music. Students will utilize the technology to create short music pieces. Music concepts that are introduced to the students include working with loops, midi instruments and data, audio files, basic sound recording, basic audio editing, and musical structure. Students will complete 4 to 5 short projects using the computer as a tool for music creation.

MUSC 142 Music and Computers II (3)
Students will utilize computer technology to create a portfolio of music pieces while learning advanced audio software programs such as logic and Peak. Students will also learn the components of a music studio; they will understand signal flow basics and will develop their projects in the school's

production studio. Students will reinforce their knowledge of audio tracks, midi tracks, software instruments, sound editing and musical structure. Prerequisite: MUSC 141.

MUSC 241 Electronic Song Composition (3)
In this course, students will combine musical concepts with music software tools to create original songs or short instrumental works. Students will also receive an introduction to different musical styles, learn to analyze these styles and develop music projects demonstrating these styles. Students will complete a project using notation software, audio recording and editing software for music creation. Prerequisite: MUSC 142.

MUSC 242 Electronic Music Composition (3)
In this course, students will combine musical concepts with music software tools to create advanced compositions. Students will learn different music structures and plan music projects based on music composition techniques. Students will complete a portfolio of works using notation software, audio recording, editing software and will produce a professional quality audio CD. Prerequisite: MUSC 241.

MUSC 245 MIDI Applications (2)
In this course, students gain a deeper understanding of MIDI development and technology. Students will concentrate on computer technology to create and edit their own musical works. Sequencing and notation software products are learned and utilized while students develop their projects. Song writing and song arranging techniques are applied and analyzed.

MUSC 339 Basic Conducting (2)
This course is designed to present the basic skills involved in conducting vocal and instrumental music. Prerequisite: MUSC 314

MUSC 350 Introduction to Commercial Music (3)
This survey course examines the fundamentals of producing, recording, manufacturing, and distributing commercial musical products. The student also is introduced to the key roles played by the media on both the listening and buying public. Prerequisite: BUAD 103.

MUSC 351 Entertainment Law (3)
This course examines the statutory and regulatory aspects of federal copyright and trademark law as applied to music and video recordings; special applications of contract law as applied to artists, publishing, sub-publishing, recording and licensing agreements; in addition to mechanical, artist and production royalty rules. Prerequisite: BUAD 301.

MUSC 400 Seminar in Music (2 - 8)
This course is designed for individual and group study in advanced musical studies. Subject areas include music, history, literature; music, theory/composition; music education; music business. With a change of subject matter, a student may enroll for up to 4 semesters (8 hours total credit). Prerequisite: Permission of instructor. (Fall, Spring)

MUSC 430 Music Production (3).
This course focuses on basic recording techniques, the use of recording software, basic microphone techniques, audio editing and mastering. Students will complete a portfolio of original works or arrangements of existing songs and will produce a professional quality audio portfolio. Prerequisite: MUSC 241, MUTH 213. (Fall)

MUSC 435 Studio Production and Recording (3)
This course focuses on the roles of the songwriter, studio recording engineer, artist, and the producer, along with marketing and recording equipment in developing the finished musical product. Prerequisite: MUSC 350.

MUSC 451 / 452 Special Studies in Music (1-3)
This course is intended to supply flexibility in selection of course content in utilizing resources and programs not regularly available. Student's record will indicate the exact title describing content. Prerequisite: Permission of instructor. (Fall, Spring and Summer as needed).

MUSC 453 Internship in Music (3)
This course is designed to give students practical experience in music through any qualified agency operating throughout the U. S. Prerequisite: Permission of instructor. (Fall, Spring)

MUSC 460 Music Capstone (3)
This senior capstone requires each music major to undertake a research project focused on either a movement in music or the life and work of a significant composer. Emphasis will be placed on the study of African Americans and/or other minority musicians. The student will present both oral and written research reports. Students who are Humanities majors with music as an area of concentration will have a research focus involving both areas of concentration. * Prerequisite: Completion of all Music major required courses. (Fall)

MUSM 310 Introduction to Church Music (2)
This survey course is designed to acquaint students with sacred music that emphasizes a historical overview of the Christian church and its music. Prerequisite: MUHI 101 or permission of instructor.

MUSM 410 Sacred Music Administration (2)
This course covers various methods of organizing and administering the total sacred music program. Materials and methods will be introduced to prepare students to teach and/or supervise various types of choirs. Prerequisite: MUSM 310.

MUTH 102 Music Fundamentals (3)
This course is designed to present basic music reading and writing skills. It will include a study of the terms, symbols, and techniques used in the understanding of music on the printed page.
(Fall, Spring)

MUTH 240 Sight Singing and Ear Training I (3)
This course is designed to develop music reading and related aural skills necessary for the attainment of a sense of relative pitch and harmonic and rhythmic structure of music. Solfeggio and melodic, harmonic, and rhythmic dictation will be covered. Individual performance measured. Prerequisite: MUTH 214. (Fall)

MUTH 241 Sight Singing and Ear Training II (3)
This course is a continuation of MUTH 240 (formerly MUTH 130) and will continue study of rhythm and pitch including subdivided beat in compound time, syncopation, major and minor scale activities, intervals, triads and diatonic melodies. Course will also include continuation of dictation and individual performance measurement. Prerequisite: MUTH 240 (formerly MUTH 130). (Spring)

MUTH 213 Music Theory I (3)
This course is designed to present basic theoretical concepts and techniques in the writing of music. It will include a study of the rudiments of musical materials, the harmonic, melodic, rhythmic, and basic formal procedures of traditional practices with an introduction to compositional techniques. Four-part structures through seventh chords will be covered. Prerequisite: MUTH 102.

MUTH 214 Music Theory II (3)
This course is a continuation of MUTH 213 with emphasis on expanded harmonies and analytic techniques. Prerequisite: MUTH 213 or permission of Instructor.

MUTH 313 Music Theory III (3)
This course is a continuation of MUTH 214 covering further expanded harmonic materials, including practical knowledge of twentieth-century harmonic resources, and ninth, eleventh and thirteenth chords. Formal and chordal analyses from Baroque to twentieth century are included. Prerequisite: MUTH 214.

MUTH 314 Music Theory IV (3)
This course is a continuation of MUTH 313 with further study in chromatic harmony and advanced modulation. Formal and chordal analysis from Baroque to the twentieth century. Prerequisite: MUTH 313.

MUTH 333 Orchestration (3)
This course is a study of the art of writing for the instruments of the band and orchestra. It is concerned with tone color, technical capacities, ranges, and use in various combinations and with setting out of an orchestral score. Prerequisite: MUTH 314.

MUTH 334 Introduction to Music Composition (3)
This course is a study of basic techniques of musical composition. The course includes practical experience in developing musical ideas and the use of musical forms. Students will also learn the basic characteristics of common instruments like the piano, strings and percussion instruments. Students will learn to use the notation software Sibelius or Finale. Students will complete a portfolio of music compositions for acoustic instruments or electronic media. Prerequisite: MUTH 214.

MUTH 335 Choral Arranging (2)
This course covers the basic techniques in writing for individual voices and the combination of voices in choral ensembles. Prerequisite: MUTH 314.

MUTH 341 Sight Singing and Ear Training III (3)
This course is a continuation of MUTH 241 (formerly MUTH 131) with emphasis on diatonic major and minor melodies in simple and compound time with subdivided beat, syncopation and leaps of thirds, fourths, fifths, sixths and octaves. Prerequisite: MUTH 241 (formerly MUTH 131). (Fall)

MUTH 342 Sight Singing and Ear Training IV (3)
This course is a continuation of MUTH 341 (formerly MUTH 230) with emphasis on non-diatonic major and minor melodies in simple and compound time with divided and subdivided beat, syncopation and leaps of thirds, fourths, fifths, sixths and octaves. Prerequisite: MUTH 341 (formerly MUTH 230). (Spring)

MUTH 431 Counterpoint (3)
This course is a study of eighteenth-century contrapuntal style; writing exercises in two-and four-part canons and fugues and inventions. Prerequisite: MUTH 314.

NATURAL SCIENCES COURSES

NATS 110 Biological Science (3)
This introductory course covers topics from general biology to zoology including human reproduction, development health, nutrition, structure of matter, chemical reactions, etc. A biological scientific theme of current social relevance including related technology will also be developed. Three hours of lecture per week. Prerequisite: CORE II Status. (Fall, Spring, Summer)

NATS 112 Physical Science (3)
This introductory course covers topics in physical and chemical science including basic principles and application of motion, energy, matter, atoms, molecules, nuclear science, radioactivity, electricity, electromagnetic waves, etc. A physical scientific theme of current social relevance including related technology will also be developed. Three hours of lecture per week. Prerequisite: CORE II Status. (Fall, Spring, Summer)

NATS 320 Methods of Teaching Science (3)
This course is specifically designed for students seeking certification to teach science at the secondary education level. Emphasis will be given to various secondary education level science instructional techniques including use of technology. Three hours of lecture per week. Prerequisite: All 300-level required Science major courses. (Spring)

NATS 320L Methods of Teaching Science Lab (1)
This course is designed to complement NATS 320 and introduce students to secondary education science instructional lab techniques including use of technology. One two-hour lab per week. Pre or Corequisite: NATS 320. (As needed)

NATS 421 Science for PreK-6 Teachers (3)
This course is required of persons expecting to teach science in elementary schools. Emphasis is placed on materials and methods in teaching science. Prerequisites: Completion of all required 300-level science courses, Passing or waiver of Praxis I, Passing of content knowledge and specialty examinations.

PHILOSOPHY COURSES

PHIL 101 Introduction to Philosophy (3)
In this course, students investigate some of the fundamental inquiries about the universe that men in all cultures have made; they learn to recognize the universality and relevance of philosophy. They study the processes of philosophic inquiry as they consider myth, religious philosophy, epistemology, and socio-political theory. Special attention is given to the ways the African and the African American have explored their relationship to their universe. (Fall)

PHIL 201 History of Ancient and Medieval Philosophy (3)
This course is designed to introduce students to the beginnings of western philosophy from Thales to the Medieval Period. It seeks to trace the influence of the Egyptian Mystery System on the Pre-Socratic philosophers and on succeeding generations of philosophers to the Medieval Period. (Fall)

PHIL 202 History of Modern and Contemporary Philosophy (3)
This course examines philosophical methods, problems, and ideas from the present time. (Spring)

PHIL 311 Logic (3)
This course is an introduction to fundamentals of correct reasoning which will include a study of informal Fallacies, the traditional syllogism, symbolic logic, and inductive logic. (Fall, Spring)

PHIL 312 Ethical and Social Philosophy (3)
This course is a study of some of the principle theories of philosophical ethics with emphasis on basic moral rules, the nature of moral reasoning, and the nature of moral judgments, along with a study of the philosophical bases of contemporary socio-political structure. (Fall, Spring)

PHIL 421 Philosophy of Religion (3)
This course is a study of the major issues in philosophy of religion. Such topics as the existence of God, the problem of evil, religious experience, and the nature of faith are discussed. (As needed)

PHIL 422 Twentieth Century Philosophy (3)
This course is a study of major contemporary philosophical movements with emphasis on analytic philosophy, existentialism, phenomenology, and psychoanalytic humanism. (As needed)

PHIL 451 Special Studies in Philosophy (3)
This course is intended to provide flexibility in selection of course content in utilizing resources and programs not regularly available. Frequently held in a consortium arrangement with other colleges. Student's record will indicate the exact title describing content. (As needed)

PHIL 452 Special Studies in Philosophy (3)
This second semester of course work is like that described for PHIL 451. (As needed)

PHYSICS COURSES

PHYS 201 General Physics I (3)
This course focuses on mechanics, heat, wave motion, and sound. Three hours of lecture per week Prerequisite: MATH145. (Fall)

PHYS 201L General Physics I Lab (1)
In this laboratory the experiments illustrate and reinforce physical principles and concepts. Emphasis is on the interpretation and reporting of data and facility in handling laboratory equipment. Formal laboratory reports are required. One two-hour lab per week. Pre or Corequisite PHYS 201. (Fall)

PHYS 202 General Physics II (3)
This course focuses on electricity, magnetism, optics, and an introduction to modern physics. Three hours of lecture per week. Prerequisites: PHYS201 AND MATH145. (Spring)

PHYS 202L General Physics II Lab (1)
In this laboratory the experiments illustrate and reinforce physical principles and concepts. Emphasis is on the interpretation and reporting of data and facility in handling laboratory equipment. Formal laboratory reports are required. One two-hour lab per week. Pre- or Co-requisite PHYS202. (Spring)

POLITICAL SCIENCES COURSES

POLS 201 American Government (3)
This course presents a short background of the American political system and process. Emphasis is placed on the three branches of government: legislative, executive and judiciary.
(Spring, Summer)

POLS 202 Political Parties and Pressure Groups (3)
The course is devoted to an analysis of the actual and proper roles of the major extra-constitutional political institutions of America. Primary emphasis is placed on the contemporary national political scene, with secondary emphasis on historical material, analysis of the state and local roles of parties, and pressure groups. Prerequisite: POLS 201. (Spring and alternate years)

POLS 203 State and Local Government (3)
This course focuses on organization, structure and interrelationships of state and local governments in the American federal system. Prerequisite: POLS 201. (Fall and or Spring)

POLS 251 Special Studies (3)
This course is designed to provide flexibility of course content utilizing resources and programs not regularly available at the sophomore level. (As needed)

POLS 301 Public Administration (3)
This course is a study of the organization and operations of the executive branch, personnel management, planning and budgeting, decision-making process, bureaucracy, and the interrelationships between politics and policymaking. Prerequisite: POLS 201. (Fall, Spring)

POLS 302 Urban Policy (3)
This course focuses on the methods and processes of urban policy making, with emphasis on planning, environment, police, welfare and housing. Prerequisite: POLS 201. (Fall, Spring)

POLS 311 Comparative Government and Politics (3)
This course is a comparative examination of governments and politics in various parts of the world. Prerequisites: POLS 201 and 202. (Spring, Summer)

POLS 315 International Relations and Foreign Policy (3)
This course is a study of the international Political System, diplomacy and the foreign policy process. Primary emphasis on U. S. foreign policy. Prerequisite: POLS 201. (Spring)

POLS 321 Constitutional Law (3)
This course is a study of the development of the United States Constitution based largely upon the decisions of the courts. Prerequisite: POLS 201. (Fall and Summer)

POLS 322 Law and the Poor (3)
This course is an investigation of law and legal procedures which are especially relevant to the urban poor, such as consumer credit law, criminal law and justice, and welfare rights. The course is aimed at giving the student an awareness of his substantive legal rights. Prerequisite: POLS 201.
(Spring and alternate years)

POLS 338 Citizenship and Democracy (3)
This seminar course is designed to explore current, civic and political issues. The course is designed to allow the student to gain a better understanding of service, leadership development, citizenship, community service, community awareness, global awareness, and ethical and moral considerations involved in volunteerism in community service. Cross-listed with HIST 338 and SVLG 338. (Fall, Spring)

POLS 384 Methods of Social Investigation (3)
This course is designed to give the student an understanding of social research methods, skills and techniques. (Formerly POLS 304). Prerequisites: POLS 201. (Fall, Spring)

POLS 362 Social Statistics (4)
This course is designed to introduce students to fundamental statistical methods. This includes knowledge of various statistical symbols, procedures and data manipulation techniques using computers. The course also introduces basic statistical tests, which are frequently used to test research hypotheses. Fall and Spring. Prerequisites: MATH 111, MATH 110, POLS 201, and POLS 384

POLS 399 Political Science Co-Op Experience (3)
This course is designed to strengthen the career-preparation and to make more meaningful the relevance of classroom instruction to the real world of work. A student, engaged in an enrichment program away from campus, may contact his/her advisor and division chair of the possibility of getting appropriate credit. (As needed)

POLS 431 Introduction to Political Theory (3)
This course aims at assisting the student in the development of a theoretical framework within which he/she can better understand the limitations and possibilities of American political institutions. Several classics of political philosophy will be analyzed to locate and understand the way in which perennial political problems have been formulated and resolved by outstanding thinkers. (Formerly POLS 309). Prerequisite: POLS 201. (Fall and/or Spring or Summer)

POLS 433 Black Politics (3)
The course focuses on both the theory and practice of politics of black Americans, including the different kinds of black political participation and the different kinds of tactics required to win political power. Prerequisite: POLS 201. Fall and Summers of alternate years.

POLS 434 Public Affairs Internship (3 to 12)
This internship is in a local agency, state or national government. Prerequisites: permission of the area coordinator and at least three courses in political science. POLS 203 is required for internship with a state government agency. POLS 301 is strongly recommended. (Fall, Spring and Summer)

POLS 435 Public Affairs Internship (12)
This is a second semester of internship as described for POLS 434. (As needed)

POLS 451 Special Studies in Political Science (3 to 12)
This course is intended to supply flexibility in selection of course content utilizing resources and programs not regularly available. Frequently held in a consortium arrangement with other colleges. Student's record will indicate the exact title describing content. Prerequisite: POLS 201. (Fall, Summer)

POLS 452 Special Studies in Political Science (3 to 12)
This second semester of course work is like that described for POLS 451. Prerequisites: POLS 201, 202, 311, 431. (Spring)

POLS 460 Political Science Capstone (3)
This course is designed to provide students a basis for engaging in independent research by surveying literature relevant to the social sciences in general and to the student's major discipline. Students will participate in a multidisciplinary seminar, with writing and technology workshops, and have individual research tutorials with mentors. In addition, students will enhance their present skills in the areas of critical thinking, problem solving, analytical thinking, summarization, communication, value clarification and practical application. This process will result in a major research project, paper, and formal oral presentation. Individual research topics will be determined by mutual agreement of the student, course instructor and faculty mentor. Prerequisites: Completion of all Political Science major required courses. Additionally, prerequisites: ENGL 111, ENGL 112, POLS 384 Methods are taken first, and then followed by POLS 362 Statistics in this proper order.

PSYCHOLOGY COURSES

PSYC 101 General Psychology I (3)
This course is an introduction to psychology emphasizing research findings and theoretical interpretations in the investigation of human behavior. Areas surveyed include methodology, perception, learning, psychopathology, personality, and social behavior. This course serves as a foundation for all further study in psychology. (Fall, Spring)

PSYC 102 General Psychology II (3)
This course is a continuation of Psychology 101. Emphasis in this course is on the application of principles and methods covered in 101 to areas of practical concern and on methods of behavior modification and self-control. As needed. Prerequisite: PSYC 101.

PSYC 302 Educational Psychology (3)
This course is a study of the theory and principles of learning motivation, instruction and evaluation, and their application in a classroom setting. Prerequisites: PSYC 101. (As needed)

PSYC 310 Social Psychology (3)
This course is designed to present to the student some of the more significant effects of group membership upon individual behavior. Prerequisites: SOCI 201 or PSYC 101-102. Cross-listed with SOCI 310. (As needed)

PSYC 350 Psychopathology (3)
This course will explore the etiology, systems and treatment of psychological disorders. Emphasis will be placed upon the classification and diagnosis of mental disorder via the current diagnostic and statistical manual. Multicultural issues in diagnosis and treatment will also be addressed. Prerequisites: PSYC 101-102. (As needed)

PSYC 362 Statistics for the Behavioral Sciences (4)
This course is designed to introduce students to fundamental statistical methods. This includes knowledge of various statistical symbols, procedures, and data manipulation techniques using computers. The course also introduces basic statistical tests which are frequently used to test

research hypotheses. Prerequisites: PSYC 101-102; MATH 111-112. Cross-listed with SOCI 362. (Fall, Spring)

PSYC 370 Experimental Research Design (4)
This course will introduce students to basic concepts in experimental design. Foundations and techniques will be addressed. Additionally, ethical principles of research will be explored. Students will also learn how to communicate scientific findings via the basic research report. Prerequisites: PSYC 101-102, 362. (As needed)

PSYC 420 History and Systems of Psychology (3)
This course will explore the historical development of contemporary psychological thought. Philosophical influences will be addressed. Moreover, systems and theories will be examined. Prerequisites: PSYC 101-102. (As needed)

PUBLIC HEALTH COURSES

PUBH 201 Introduction to Public Health (3 credits)
This course introduces the five core Public Health disciplines: Epidemiology, Biostatistics, Environmental Health, Behavioral Sciences/Health Education and Health Service Administration. The students will also learn prevention and health promotion strategies.

PUBH 203 Introduction to Global/International Health (3 Credits)
This course will examine the quality of health between underdeveloped and developed nations. It will also address the impact of social, economic and political factors on the quality of these nations' health.

PUBH 306 Environmental Health (3 Credits)
This course will analyze the dynamics of the population, air pollution, water pollution, land pollution, and the threat to human health. The specific topics covered include safe drinking water, air quality, hazardous waste disposal, environmental disease cluster and bioterrorism. Prerequisite: PUBH 201

PUBH 312 Mental Health in the African American Community (3 Credits)
This course will examine mental health problems in the African American community.

PUBH 318 Human Sexuality (3 Credits)
The course will explore sexual roles, sexual identity, sexual response, and the factors related to sexual development.

PUBH 360 Principles of Epidemiology (3 Credits)
The course examines the determinants and distribution of diseases and other health problems. Prerequisite: PUBH 201

PUBH 360 Principles of Epidemiology (3 Credits)
The course examines the determinants and distribution of diseases and other health problems. Prerequisite: PUBH 201

PUBH/SOCI 362 Social Statistics (4 Credits)
This course is designed to introduce students to fundamental statistical methods. This includes knowledge of various statistical symbols, procedures and data manipulation techniques using

computers. The course also introduces basic statistical tests which are frequently used to test research hypotheses. (Same as SOCI 362) Prerequisite: MATH 111/112, and PUBH 384

PUBH 380 Public Health Administration (3 Credits)
The course will examine the role of the Health Administrator in settings such as hospitals, long term care and governmental agencies. Prerequisite: PUBH 201

PUBH/SOCI 384 Research Methods (3 Credits)
This course is designed to give the student an understanding of social science research methods, skills, and techniques.

PUBH 400 Disease Prevention and Control (3 Credits)
The course will deal with the prevention methods of disease control from the perspective of public health and medicine. Prerequisite/Corequisite: PUBH 360

PUBH 401 Human Genome Issues (3 Credits)
This course will deal with the social, psychological, ethical and legal ramifications of the genome project. Prerequisite: 201 and/or permission of instructor.

PUBH 420 Minority Community Health Disparities (3 Credits)
This course will examine the health disparities in minority communities. Special emphasis will be given to African American, Hispanics and American Indians.

PUBH 450 Practicum/Field Experience (3-12 Credits)
This course will enable the student to gain work experience in hospitals, voluntary agencies, and community organizations. (Senior and/ or permission of instructor)

PUBH 451 Special Topics in Public Health (1-6 Credits)
This course is an intensive study on a selected health topic. The student may conduct a community service project. Prerequisite: PUBH 201

PUBH/SOCI 460 Capstone (3)
This course is designed to provide students a basis for engaging in independent research by surveying literature relevant to the social sciences in general and to the student's major discipline. (Same as SOCI 460)

READING COURSES

READ 015 College Reading I (3) (Core I) *
College Reading I is designed to develop the reading skills necessary to finding the main idea, word means/word parts, identifying supporting details and sequence of events, drawing conclusions, vocabulary development, making inferences, and understanding cause-effect relationships. Instruction in reading will be integrated with examples and extensive practice exercises, and outside assignments. A grade of C or better is required for passing. (Fall, Spring)

READ 016 College Reading II (3) (Core I) *
College Reading II is designed to develop analytical reading skills. Emphasis is on making inferences, judgments, interpretations and evaluations in relation to the content of reading materials. Students will improve study skill techniques, technical vocabularies, basic affixes, and reading rate

adjustments. Instruction in reading will be integrated with examples, extensive practice exercises, and outside assignments. A grade of C or better is required for passing. (Fall, Spring)

* Core I courses are counted as part of the course load and their grades are included in the calculation of the grade point average. However, their credit hours do not count toward graduation or toward the granting of College Honors. Students must achieve a minimum grade of C in Core I courses in order to progress to Core II. Core I course may be repeated up to two times in order to achieve a C. Students who fail to achieve a C after three attempts will be dismissed from the College. The dismissal may be appealed.

RELIGION COURSES

RELG 101 Introduction to the Old Testament (3)
This course is an introduction to the texts, writers, and events that comprise the Old Testament books of the Bible. (Fall, Spring)

RELG 102 Introduction to the New Testament (3)
This course is an introduction to the texts, writers, and events that comprise the New Testament books of the Bible. (Fall, Spring)

RELG 203 Life and Letters of Paul (3)
About one third of this course will deal with the theological and philosophical influences, which shape the thought pattern of the great Apostle. The other two thirds will concern exegesis of the letters combined with commentary about what these letters say about the Church in comparison with what is found elsewhere in the New Testament. (To be taught in alternate years; As needed)

RELG 303 A Survey of Biblical Literature I (3)
This course emphasizes the historical and literary analysis by which modern scholarship has shed light on the religious writings, which make up the Bible. The Old Testament will be the subject of this semester's study. (Fall, Alternate Summers)

RELG 304 A Survey of Biblical Literature II (3)
This is a continuation of 303 applied to the New Testament. (Fall)

RELG 305 The Former Prophets (3)
In this course, the student will deal with the historical books of the Old Testament from Joshua to II Kings. Special emphasis will be placed on the activities prior to the establishment of the monarchy and the divided Kingdom. (As needed)

RELG 306 The Latter Prophets (3)
In this course, the student will have the opportunity to study the prophets of Israel with special attention given to the origin, nature, and history of the prophetic movement. The prophetic challenge to those of us who live in the 20th century will be an integral part of the course. (As needed)

RELG 313 The World's Great Religions I (3)
This course is a survey and comparison of the history and dominant beliefs of the religious traditions of mankind. During this semester primitive and ancient religions and the development of the great religious traditions of India will be studied. (Fall)

RELG 314 The World's Great Religions II (3)
This course covers the religions having their origins in the Far East and the Near East will be the subject of this semester's study. (Spring)

RELG 315 Church History (3)
This course is a study of the origin of the early Church from the Apostolic period to the Reformation. Lectures and group discussions of brief writings representative of the major movements will be considered. The course is designed as an orientation to the shape of the church tradition in its social setting. (As needed)

RELG 402 Black Church History (3)
This course will deal with the institutional and non-institutional phases of black church history. Consideration will be given to the fact that the black church antedated the black family. African religious characteristics like black or African American religious tradition also will be considered. (As needed)

RELG 451 Special Studies in Religion (1 to 3)
This course is frequently offered in a consortium arrangement with other colleges and intended to supply flexibility in selection of course content utilizing resources and programs not regularly available. Student's record will indicate the exact title describing content. (As needed)

RELG 452 Special Studies in Religion (1 to 3)
This second semester of course work is like that described for RELG 451. (As needed)

SOCIOLOGY COURSES

SOCI 201 Introduction to Sociology (3)
This course is an introduction to the scientific study of society and human social behavior. The theories and methods of sociology are used to understand the social-cultural forces that shape human interaction, which include the family, religion, medicine, education, economics, politics, and other major social institutions. (Fall, Summer)

SOCI 205 Social Problems (3)
This course is an analysis of the conditions and consequences of social problems in American society. Various institutional arrangements are evaluated in terms of their historical significance, value-conflicts, and political-economic structures. (As needed) (Formerly SOCI 202)

SOCI 302 Intergroup Relations (3)
This course is a study of minority group relations in America with special emphasis on problems and techniques of solution. Discussion, selected readings, lectures, and special papers constitute the method of instruction. Prerequisite: SOCI 201. (Alternate years)

SOCI 307 Anthropology (3)
This course aims to familiarize the student with the general field of anthropology through a study of the evolution of man, the races of man, prehistoric cultures, culture in relation to heredity and environment, anthropological concepts, and the growth of world culture. (Alternate semesters)

SOCI 310 Social Psychology (3)
This course is designed to present to the student some of the more significant effects of group membership upon individual behavior. Prerequisite: SOCI 201. (Alternate semesters)

SOCI 312 The Family (3)
This course is a study of the development of the American family as a social institution; an analysis of dating, mating, courtship, marriage and divorce; an investigation of multiple roles of family members such as husband, wife, and children, and their relationships. (Alternate semesters)

SOCI 316 Introduction to Demography (3)
This course is designed to provide students with an introduction to the principles of studying populations. Basic demographic concepts, measures and data sources will be presented. The course also surveys population dynamics and population policies at the city, national and global levels. Special attention will be given to local level population dynamics and ethnic, class, and gender issues. (Alternate semesters.)

SOCI 317 Criminology (3)
This course focuses on major theories of criminal behavior: the relationship of crime to societal values and social structure, personality and community factors in criminal behavior, prisons, penal system, probation, theories of treatment, and correctional methods. Prerequisite: SOCI 201. (Fall, Spring)

SOCI 318 Social Deviance (3)
This course examines the major areas of deviant behavior in contemporary society. It gives attention to underlying historical factors that contribute to the labeling of deviance, problems of definition, and an evaluation of significant theory and research. Prerequisite: SOCI 201. (Alternate semesters)

SOCI 319 Victimology (3)
This course is a study of victims and the structural constraints determining differential patterns of victimization. Special emphasis is given to victim-offender relationships, the results of victim surveys, the relationship between characteristics of victims and the administration of criminal justice, and the victimization of women and children. Prerequisite: SOCI 201. (Alternate semesters)

SOCI 321 Introduction to Medical Sociology (3)
This course is designed to acquaint the student with the general field of medical sociology and its relationship to medicine and the other social sciences. This course also aims to familiarize the student with different ways in which health and illness may be viewed within a society from a cross cultural perspective. Prerequisite: SOCI 201. (Alternate semesters)

SOCI 323 History of Social Thought (3)
This course is an examination of the theories and schools of European and American thinkers starting from the early nineteenth century to the first quarter of the twentieth century; social and intellectual context that prompted the development of these theories; and their contribution to the advancement of sociological theories. Prerequisite: SOCI 201. (Alternative semesters)

SOCI 327 Gender Issues in the African American Community (3)
This course examines informal and formal structures that shape gender-related roles. It prepares the student to analyze the contributions to gender-related oppression those structures have played. Particular attention is given to gender-related issues in the African American community.

SOCI 384 Methods of Social Investigation (3)
This course is designed to give the student an understanding of social science research methods, skills and techniques. Prerequisites: SOCI 201, ENGL 111 and ENGL 112 (Alternate semesters) (Formerly SOCI 304)

SOCI 362 Social Statistics (4)
This course is designed to introduce students to fundamental statistical methods. This includes knowledge of various statistical symbols, procedures and data manipulation techniques using computers. The course also introduces basic statistical tests, which are frequently used to test research hypotheses. Prerequisites: MATH 111-112; SOCI 201, SOCI 384. (Fall, Spring)

SOCI 404 Working with Children, Families and Communities of Diverse Cultures (3)
This course is designed to develop students' knowledge about building partnerships with parents, based on the recognition that families are increasingly diverse. Examines issues on constructing environments that value and build on diverse cultural values and that avoid a mismatch between home and school expectations. Through the examination of effective models and practices of parent involvement in schools, students will develop knowledge to build skills both in teaching diverse children and in reaching out to families and collaborations with community agencies. (15-hours of field experiences are required).

SOCI 425 Stratification (3)
This course is designed to introduce the complexity of stratification in organized society. The relationship of income, prestige and power is examined with emphasis on race/ethnicity, class, and gender distinctions.

SOCI 451 Special Studies in Sociology (1 to 3)
This course is intended to supply flexibility in selection of course content utilizing resources and programs not regularly available. Topic offerings may include the following: African and African American women's activism, cross-cultural gender roles, contemporary social theories, and urban community studies. Students' records will show the exact title describing content. Prerequisite: SOCI 201. (As needed)

SOCI 455 Internship Sociology (3-12)
This Internship is in a local, state or national government agency or private, public social service agency, which will provide the students with experiential learning in the area of sociology. The student must have completed 65 semester hours and have a grade point average of at least 2.5. (Fall, Spring and Summer)

SOCI 460 Sociology Capstone (3)
This course is designed to provide students a basis for engaging in independent research by surveying literature relevant to the social sciences in general and to the student's major discipline. Students will participate in a multidisciplinary seminar, with writing and technology workshops, and have individual research tutorials with mentors. In addition, students will enhance their present skills in the areas of critical thinking, problem solving, analytical thinking, summarization, communication, value clarification and practical application. This process will result in a major research project, paper, and formal oral presentation. Individual research topics will be determined by mutual agreement of the student, course instructor and faculty mentor. Prerequisites: Completion of all Sociology major required courses.

SOCI 499 Sociology Co-Op Experience (3)
This course provides an opportunity for students to earn academic credit through structured work experiences complemented by an academic exercise, or, through special programs combining on-the-job training with academic projects. Students must receive approval from the advisor, instructor, and division chair for a specific project prior to registration. Prerequisite: sophomore status and consent of instructor. (As needed)

SOCIAL STUDIES COURSES

SOSI 111 Introduction to Power, Society, and the Social Sciences (3) (Core II)
This is a course designed to impart a multidisciplinary approach to the teaching of social science. Students will be introduced to basic concepts in the following disciplines: anthropology, sociology, economics, psychology, political science and history. In addition, students will be introduced to some of the pressing issues facing American society (i.e., enormous budget deficit, trade deficit, crime and violence, racism and sexism, poverty, powerlessness, and the homeless). Each will be approached from a multidisciplinary viewpoint.

SOSI 320 Methods of Teaching Social Studies (3)
This course is a study of theories, modern teaching methods and techniques of teaching social studies. Students will learn how to develop instructional materials for social studies classes at the secondary and upper elementary levels. Special attention will be given to the formulation of integrated unit plans that include lessons that are culturally and developmentally appropriate. The use of computer technology in the classroom is required as well as a level II field experience. (For students seeking licensure).

SOSI 384 Methods of Social Investigation (3)
This course is designed to give the student an understanding of social research methods, skills, and techniques. Formerly SOCI 304 Prerequisite: SOCI 201.
(Fall, Spring)

SOSI 421 Social Studies for PreK-6 Teachers (3)
This course is required of persons expecting to teach Social Studies in elementary schools. Emphasis is placed on materials and methods in teaching Social Studies. Prerequisites: Completion of all SOCI 111, Passing or waiver of Praxis I, Passing of content knowledge and specialty examinations.

SOSI 451 Special Studies (3)
This course is frequently held in a consortium arrangement with other colleges and designed to provide flexibility of course content utilizing resources and programs not regularly available. Foreign tour programs linked with academic studies and evaluation may be one option. Student's record will indicate the exact title describing content. Foreign travel programs must be approved by the division chair and the vice-president for Academic Affairs/Dean of the Faculty. Prerequisite: junior standing.

SOSI 456 Social Science Seminar (1)
This course is designed for social science majors at the junior level or above. A variety of topics, which complement the social science curriculum, will be discussed. Prerequisites: A major in any social science. Junior status or above.

SOSI 460 Social Science Capstone (3)
This course is designed to provide students a basis for engaging in independent research by surveying literature relevant to the social sciences in general and to the student's major discipline. Students will participate in a multidisciplinary seminar, with writing and technology workshops, and have individual research tutorials with mentors. In addition, students will enhance their present skills in the areas of critical thinking, problem solving, analytical thinking, summarization, communication, value clarification and practical application. This process will result in a major research project, paper, and formal oral presentation. Individual research topics will be determined by mutual agreement of the student, course instructor and faculty mentor. Prerequisites: Completion of all Social Science major required courses. The students are required to have completed English 111, 112 and SOSI 384.

SOCIAL WORK COURSES

SOWK 205 Introduction to Human Services (3)
This course offers a comprehensive introduction to the field of social welfare by providing a historical and conceptual framework and a working knowledge of the social welfare system and contemporary trends. Consideration will be given to the relationship between the profession of social work within the broad field of social welfare with emphasis upon changing needs, expectations, future trends, and developments. It also addresses fundamentals and interrelatedness of social legislation, social programs, social services, and the professional delivery of social welfare services. Core I and II. (Fall, Spring and Summer)

SOWK 303 Social Services to Children (3)
This course reviews the various services offered by agencies concerned with the health and welfare of children and their families. It covers the processes of foster care, adoption, and aid to dependent children as well as child caring institutions, day care, and homemaker services. (Fall, Summer)

SOWK 305 Social Work in Correctional Settings (3)
This course provides students with an overview of social work practice in correctional settings. It seeks to provide students with an opportunity to evaluate several programs within the area of correction in terms of purpose, limitations, and success versus failure. (Fall)

SOWK 306 Social Gerontology (3)
This course will examine the aging process of the individual, the family, and society. Emphasis is placed on the physical, psychological, and sociological aspects of aging. An interdisciplinary approach is used in dealing with these aspects to enhance and enrich students' understanding of the life process. Topics include African American elderly, nursing homes, and the long-term care industry. (Spring, Summer)

SOWK 311 Social Work in the African American Community (3)
This course is a course designed to analyze the role of African Americans in the development of social welfare in this country and to examine the effects therein. The social problems of African Americans from an Afrocentric perspective will be identified. The means developed and utilized by African Americans to adapt and adjust to their community and the larger society are discussed. Similarities and differences of the practical application of social work theories are discussed comparing the African American community with other ethnic communities. (Spring, Summer)

SOWK 315 Social Policy (3)
This course provides general orientation to the field of social policy and illustrates the interrelatedness of practice and analysis. It will provide an operational understanding of social welfare programs, of legislative planning, and of the forces that shape the provision of services. Some attention will be given to the formulation of policy and to the tools used for implementation and evaluation. An analysis of legislative decisions concerning social welfare issues will be examined. Prerequisite: SOWK 205. (Fall, Spring)

SOWK 321 Human Behavior and the Social Environment I (3)
This course is designed to identify, discuss and analyze social, cultural, biological, and psychological factors that affect social functioning to develop a broad knowledge base necessary for subsequent skill development. Prerequisite: PSYC 101. (Fall, Spring)

SOWK 322 Human Behavior and the Social Environment II (3)
This course is a continuation of Human Behavior and the Social Environment I. This course focuses on two specific areas, selected major problems encountered in adulthood and threats to persons and the environment, i.e., racism, sexism, classism, and ageism. Prerequisite: SOWK 321.
(Fall, Spring)

SOWK 327 Gender Issues in the Black Community (3)
This course builds on content taught in the previous two courses. It specifically examines informal and formal structures that shape gender-related roles. It prepares the student to analyze the contributions to the gender-related oppression those structures have played. Particular attention is given to gender-related issues in the African American community. Prerequisites: SOWK 205, SOWK 321 and SOWK 322. (Spring) (Formerly SOWK 323)

SOWK 350 Social Work Methods I (4)
This course is designed to provide students with generalist level knowledge, skills and a values framework for providing a wide range of services that link people and agencies with resources, services and opportunities. Students are also exposed to social work practice firsthand through fifty (50) hours of supervised observation at a social services agency. Prerequisites: SOWK 205 and SOWK 321. (Fall)

SOWK 351 Social Work Methods II (4)
This course is a continuation of Social Work Methods I. This course promotes the effective utilization of service providing systems through the use of resources, services, and opportunities. It will assist students in understanding the bureaucratic structure in which agencies exist. Emphasis will be on the change process with groups, communities, organizations, and larger collectives. Prerequisite: SOWK 350. (Spring)

SOWK 449 Social Work Field Practicum (12)
This course includes the specialized instruction and supervised practice within a social agency that renders service to individuals, groups, and communities which is required of all social work majors. It is offered in both the concurrent and block placement models. In the block placement model, the student enrolls in the practicum for one semester, spending at least 32 hours per week for 12 1/2 weeks for a minimum of 400 hours in an agency. The block placement model is recommended for full time students. The concurrent placement model requires enrollment during fall and spring terms. Students must spend at least 16 hours a week for 25 weeks for a minimum of 400 hours in an agency. The concurrent placement model is recommended for part-time students. Prerequisites: All

Core I and II requirements, all other SOWK foundation course requirements, and all support course requirements. (Fall and Spring)

SOWK 450 Social Work Field Practicum Seminar (3)
This seminar, taken concurrently with SOWK 449, is designed to give students an opportunity to discuss their social work field practicum activities, exchanging information and experiences. Special attention will be given to professional development, including self-awareness, utilizing knowledge and skills in the performance of services, making use of agency and supervisor to facilitate service to clients, and planning careers in the human services. Prerequisites: All Core I and II requirements, all other SOWK foundation course requirements, and all support course requirements. (Fall and Spring)

SOWK 451 Special Studies in Social Work (1 to 3)
This course is intended to provide flexibility in selection of content utilizing resources and programs not regularly available. Student's record will indicate specific content covered in this course. Prerequisites: junior standing. (As needed)

SOWK 460 Social Work Capstone (3)
This course is designed to provide students a basis for engaging in independent research by surveying literature relevant to the social sciences in general and to the student's major discipline. Students will participate in a multidisciplinary seminar, with writing and technology workshops, and have individual research tutorials with mentors. In addition, students will enhance their present skills in the areas of critical thinking, problem solving, analytical thinking, summarization, communication, value clarification and practical application. This process will result in a major research project, paper, and formal oral presentation. Individual research topics will be determined by mutual agreement of the student, course instructor and faculty mentor. Prerequisites: Completion of all Social Work major required courses. Also, the following courses are required as a prerequisite before taking Capstone: English 111, 112, SOCI 384 and SOCI 362. (Fall, Spring)

SPANISH COURSES

SPAN 101 Elementary Spanish I (3)
This course is an introduction to the sounds and the basic structures and vocabulary of Spanish and development of the four language skills: listening, reading, writing, and speaking. Extensive use of audio-visual materials. (Fall, Spring, Summer)

SPAN 102 Elementary Spanish II (3)
This course is a continuation of Spanish 101. Prerequisite: SPAN 101 or equivalent.
(Fall, Spring, Summer)

SPAN 201 Intermediate Spanish I (3)
This course is a review of grammar and intensive oral-aural practice. Emphasis is on developing the ability to read Spanish. Extensive use of audio-visual materials. Prerequisite: SPAN 102 or equivalent. Fall. (As needed)

SPAN 202 Intermediate Spanish II (3)
This course is a continuation of Spanish 201. Prerequisite: SPAN 201 or equivalent.
(Spring, as needed)

SPAN 301 Conversation and Composition in Spanish (3)
This course provides intensive oral-aural and writing practice, vocabulary building. Prerequisite: SPAN 202 or equivalent. (As needed)

SPAN 302 Introduction to Spanish Literature (3)
This course is a study of the historical development of Spanish Literature. Readings from works representative of the several genres and literary movements prior to the 20th century. Prerequisite: SPAN 202 or equivalent. (As needed)

SPAN 450 Directed Study and Travel Abroad (3)
This course is a study of Spanish literature and culture in a native environment. Before traveling abroad, the student will work with the instructor to develop a reading list and a study-travel plan. Upon completion of the program, the student will prepare a paper based on the travel-study experience. Prerequisite: SPAN 202. (As needed)

SPAN 451-452 Special Studies in Spanish (3-3)
These courses deal with subject matter not usually offered and will vary according to the student's needs and availability of faculty. Student's records will indicate the exact title describing course content. Can be repeated for credit. Prerequisite: SPAN 301 or 302. (As needed)

SPEECH COURSES

SPCH 101 Speech Communication and Presentation (3)
This course focuses on skills associated with speech delivery and speech presentation. Emphasis will include verbal skills (articulation, pronunciation, and vocal variety) and nonverbal skills (eye contact, mannerism, movement, gesture, posture, and facial expression). Attention will be given to enhancing speech preparation and improving the speaker's presence.

SPCH 201 Fundamentals of Speech (3)
This course focuses on the principles and practices of speech communication with emphasis on speech registers. Focus will include verbal skills (articulation, pronunciation, grammatical, lexical) and nonverbal skills. Class performance is directed toward proficiency in oral communication, including organization of ideas, clarity, fluency, and appropriate register. Prerequisites: ENGL111 and ENGL112. (Fall, Spring, and Summer)

SPECIAL EDUCATION COURSES

SPED 201 Characteristics of Children and Youth with Mild Disabilities (3)
This course incorporates the study of etiology, characteristics and types of exceptional learners. Behavioral, emotional, physical, receptive and expressive learning modalities and characteristics are examined. A survey of administrative instructional arrangements and learning environment will be examined along with a review of research findings and literature supporting the education of exceptional children. Prerequisite: None

SPED 202 Nature and Needs of Person with Mental Retardation (3)
This course explores etiology, characteristics, possible causes and learning capabilities. Also explored will be family needs, instructional arrangements, learning environments and educational placement options designed to maximize educational potential. Prerequisite: None

SPED 203 History and Legislation of Special Education (3)
This course is designed to acquaint teacher candidates with the knowledge of history and development of special education and how legislative issues have impacted its continued development as well as the continuum of services which currently exist. It begins with the origin of special education and follows its journey through the legislative period. Included in this course content is information regarding the Individuals with Disabilities Education Act (formerly P.L. 94-142), the Americans with Disabilities Act, Section 504 of the Rehabilitation and Vocation Act of 1973 and concluding with No Child Left Behind (NCLB, 2000).

SPED 205 Sign Language (3)
This course is a survey of various methods of manual communication used by the deaf or hearing impaired to enhance comprehension. A study and practice of sign language is used in the context of total communication. Prerequisite: None

SPED 301 Assessment and Evaluation of Exceptional Learners (3)
This course examines the assessment process, types, and administration of assessment instruments and knowledge of procedure and interpretation of information regarding the education of exceptional learners. Additional emphasis will be placed on due process, to include referral procedures for recommending placement within special education, appropriate construction of the Individualized Education Program (IEP), and appropriate documentation for placement options. Prerequisite: Praxis II Content Knowledge Test

SPED 302 Curriculum Development and Implementation for Exceptional Learners I (3)
This course is a comprehensive study of curriculum design and development for exceptional learners. Instructional approaches and strategies for resource and inclusion classrooms will be examined for primary learners based on academic, social, interpersonal, self-help, motor, and communication skills. Prerequisite: Praxis II Content Knowledge Test

SPED 305 Family, School, and Community Partnerships (3)
This course will focus on characteristics and roles of families and other professionals in the education of exceptional learners. The dynamics of the family system and how it is affected by a child, adolescent, or adult with a disability is explored. School and community roles are defined in relation to their provision of services to individuals and families from diverse settings and cultures. Prerequisite: Praxis II Content Knowledge Test

SPED 320 Teaching Exceptional Learners (3)
Candidates within this course will study the modification of content of Elementary, Middle and Secondary classrooms and the methods of presentation to meet the needs of exceptional learners. Modifications and presentations will be conducted in the content areas reading, mathematics, and language arts. This course includes a sequence of direct involvement with exceptional learners in resource and inclusion classrooms. Prerequisite: Praxis II Content Knowledge Test

SPED 403 Assistive and Adaptive Technology for Exceptional Learners (3)
This course examines classroom strategies and methods related to assisted and adaptive technology instruction for exceptional learners. Candidates will examine the coordination and use of technology that augments instruction in classroom settings for exceptional learners. Prerequisite: Praxis II Content Knowledge Test

SPED 404 Curriculum Development and Implementation for Exceptional Learners II (3)
This course studies curriculum methods and materials applicable to exceptional learners in middle and secondary levels. Emphasis is on academic, social, and prevocational strategies, techniques and implementation of appropriate instruction in exceptional and inclusive settings. Prerequisite: Praxis II Content Knowledge Test

SPED 405 Diagnosing and Remediating Reading Instruction (3)
This course is designed to prepare Teacher Candidates to identify reading challenges that students bring to the classroom. Specific emphasis is given to applying theory to classroom settings using developmentally appropriate strategies and related models of teaching. Special attention is given to a balanced approach to literacy; and, to the selection, preparation and organization of materials into integrated units of study using technology. A level II field placement is required. Prerequisite: Admission to the Educator preparation program, Praxis II PLT, Passing Scores on Content Knowledge and Specialty Examinations.

SERVICE-LEARNING COURSES

SVLG300 An Introduction to the Nonprofit Sector/Philanthropy (3)
This introductory level course is designed to enable the student to appreciate the historical significance of philanthropy in American society, with special emphasis on nonprofit management, career exploration and development.

SVLG301 Fundraising Principles and Practices (3)
This course is to provide a foundation of knowledge about methods and techniques by which voluntary, nonprofit agencies plan, budget, and raise funds, control, and account for the expenditures of these funds, by exploring the theory and practice of philanthropy. Particular emphasis will be laid on risk management and program planning.

SVLG 313 Nonprofit Marketing and Management (3) (not required for Business majors)
This course provides an introduction and comprehensive overview of the practice and theory behind nonprofit marketing, and analyses key nonprofit contexts such as fundraising, volunteering, management, public/private sectors and the arena of social ideas.

SVLG 316 Nonprofit Business Institute (3) (for business students only)
This course provides a comprehensive overview of Nonprofit Business management with emphasis on marketing, accounting, business strategy, fund development, volunteer development, extramural grants and money management.

SLVG 338 Citizenship and Democracy (3)
This seminar course is designed to explore current, civic and political issues. The course is designed to allow the student to gain a better understanding of service, leadership development, citizenship, community service, community awareness, global awareness, and ethical and moral considerations involved in volunteerism in community service. Cross-listed with HIST 338 and POLS 338. (Fall, Spring)

SVLG 388 Service Learning (1-12)
In this course, students will directly engage in structured community-based activities related to the discipline to enlarge their awareness of community opportunities, services and needs. Complementary academic readings, discussion and reflective compositions will help the student

place the experience within the context of the discipline and society. Some placements may require prior approval by the Service-Learning Center.

SVLG 390 Service Learning "One-plus Credit" (1)
The "One-plus Credit" is a service-learning activity that is integrated with a regular course when the instructor recognizes an educational opportunity where students will benefit from an on-site learning experience. Students register for the one additional credit and the service components are incorporated in the course. The "One-plus Credit" can be earned in any College course with the approval of the instructor and the Service-Learning coordinator.

SVLG 392 Behavioral Health and Wellness Service-Learning Project (1)
This course is offered in conjunction with grant-funded projects with UNCFSP/Learn and Serve America and Meharry Medical College (see under collaborative programs p.36). Students will engage in structured community-based research and activities related to health and wellness increasing awareness and knowledge as well as connecting students and College with community needs. Prerequisites: Sophomore status with satisfactory academic standing; approval by Project Wellness Coordinator and/or Service-Learning Coordinator.

SVLG 394 Student and Community Leadership Initiative (3)
This course is the same as SVLG388 but is specifically for students who have been identified as participants in the Student and Community Leadership Initiative.

SVLG 396 International Service Learning (3)
This section is specifically geared to those students who participate in service learning while enrolled in any travel abroad program.

SVLG 398 President's Student Leadership Learning Community (1)
Student leaders will directly engage in structured community service and Leadership Development opportunities which enhance student development and foster civic responsibility. Grounded in ethical principles and values related to African American culture and leadership, this course is designed as a learning community with the participation of speakers to promote leadership and vision for the students. The course is also supported by and integrated with specific student leadership and development activities of the Student Affairs Division. Prerequisites: Sophomore status with a cumulative 2.5 grade point average and at the request of the Dean of Students

SVLG 434 Internships (1-9)
Students are required to complete 300 hours of internship with one or more of LeMoyne-Owen nonprofit partners or any other organization that may be approved by the Service-Learning coordinator.

URBAN LEADERSHIP AND SOCIAL JUSTICE COURSES

ULSJ 201 American Government (3)
This course presents a short background of the American political system and process. Particular emphasis is placed on the three branches of government: legislative, executive and judiciary. (Spring and Summer)

ULSJ 301 Public Administration (3)
This course is a study of the organization and operations of the executive branch, personnel management, planning and budgeting, decision-making process, bureaucracy, and the interrelationships between politics and policymaking. Prerequisite: POLS 201. (Fall, Spring)

ULSJ 302 Urban Policy (3)
This course focuses on the methods and processes of urban policy making, with emphasis on planning, environment, police, welfare and housing.
Prerequisite: POLS 201. (Fall, Spring)

ULSJ 315 Social Policy (3)
This course provides general orientation to the field of social policy and illustrates the interrelatedness of practice and analysis. It will provide an operational understanding of social welfare programs, of legislative planning, and of the forces that shape the provision of services. Some attention will be given to the formulation of policy and to the tools used for implementation and evaluation. An analysis of legislative decisions concerning social welfare issues will be examined.
Prerequisite: SOWK 205. (Fall, Spring)

ULSJ 338 Citizenship and Democracy (3)
This seminar course is designed to explore current, civic and political issues. The course is designed to allow the student to gain a better understanding of service, leadership development, citizenship, community service, community awareness, global awareness, and ethical and moral considerations involved in volunteerism in community service.

ULSJ 359 Methods of Social Investigation (3)
This course is designed to give the student an understanding of social research methods, skills and techniques. (Formerly POLS 304). Prerequisites: POLS 201. (Fall, Spring)

ULSJ 362 Social Statistics (4)
This course is designed to introduce students to fundamental statistical methods. This includes knowledge of various statistical symbols, procedures and data manipulation techniques using computers. The course also introduces basic statistical tests, which are frequently used to test research hypotheses. Fall and Spring. Prerequisites: MATH 111, MATH 110, ULSJ 359

ULSJ 386 Qualitative Research Methods (3)
This course is designed to introduce students to the basic concepts, tools and techniques used in qualitative social and behavior research. Students in this course will be exposed to the various approaches to qualitative research design and their application. The topics to be incorporated in this course will be the formulation of the research question, techniques for data collection, and analysis in qualitative research. Other topics covered will be critiquing and evaluating qualitative research designs and finding databases, citing sources in the various disciplines. As a result of taking the course, students should be able to:(a) demonstrate their understanding of the basic principles and procedures of research methodology; and (b) critically evaluate qualitative research studies (c) design research based upon the research question and constraints. Prerequisites: Completion of Core requirements and CRJS/SOCI/POLS/ULSJ/SOSI 359 Research Methods (except for history majors); SOSI 359 Research Methods for Social Science majors; or, permission of instructor/division chair. (Semesters (s) or Alternate: Fall, Spring, Summer)

ULSJ 390 Quantitative Research Methods (3)
This course is designed to introduce students to the advanced concepts, tools and techniques used to understand, evaluate, and conduct quantitative social science research. Students in this course will be exposed to various approaches and applications of quantitative research design. The topics incorporated in this course will be the selection of relevant tools for subject recruitment, design implementation, data collection and analysis, and to report findings. Additionally, this course will cover ethics in research. As a result of taking the course, students should be able to:(a) demonstrate their understanding of the basic principles and procedures of research methodology; (b) critically evaluate quantitative research studies; and, (c) design research based upon the research question and constraints of quantitative research. Prerequisites: CRJS/POLS/SOCI/SOSI/ULSJ 362 Statistics for all Social and Behavioral Sciences majors, except for History majors and selected Social Science majors (whose research is qualitative in nature); CRJS/POLS/SOCI/SOSI/ULSJ 359 Research Methods; Junior-level classification. (Semesters (s) or Alternate: Fall, Spring, Summer)

ULSJ 434 Public Affairs Internship (3 to 12)
This internship is in a local agency, state or national government. Prerequisites: permission of the area coordinator and at least three courses in political science. POLS 203 is required for internship.

ULSJ 460 Urban Leadership and Social Justice Capstone (3)
This course is designed to provide students a basis for engaging in independent research by surveying literature relevant to the social sciences in general and to the student's major discipline. Students will participate in a multidisciplinary seminar, with writing and technology workshops, and have individual research tutorials with mentors. In addition, students will enhance their present skills in the areas of critical thinking, problem solving, analytical thinking, summarization, communication, value clarification and practical application. This process will result in a major research project, paper, and formal oral presentation. Individual research topics will be determined by mutual agreement of the student, course instructor and faculty mentor. Prerequisites: Completion of all Urban Leadership and Social Justice major required courses.

MEMBERS OF THE FACULTY
FULL-TIME FACULTY LISTING

Faculty	Rank/Title	Discipline
Mr. Douglas Newson	Visiting Professor	Accounting
Mr. Phillip Dotson	Professor	Art
Dr. Stanley Abell	Professor	Biology
Dr. Nabil Bayakly	Associate Professor	Biology
Dr. Mekel Richardson	Assistant Professor	Biology
Dr. M.R. Uddin	Professor	Biology
Dr. Muhammad Anwar	Assistant Professor	Business
Dr. Katherine Causey	Chair, Associate Professor	Business
Dr. Austin Emeagwai	Assistant Professor	Business
Dr. Johnny McDonald	Visiting Professor	Business
Dr. Kusum Singh	Associate Professor	Business
Dr. Yahia Hamada	Professor	Chemistry
Dr. Delphia Harris	Professor	Chemistry
Dr. Sherry Painter	Chair, Associate Professor	Chemistry
Dr. Valerie Chu	Professor	Computer Science and Information Technology (Cyber Defense)
Dr. Denise Ferebee	Associate Professor	Computer Science and Information Technology (Cyber Defense)
Ms. Daphne Whitaker	Instructor	Criminal Justice (Cyber Defense)
Dr. Domeniek Harris	Assistant Professor & Coordinator	Early Childhood Education
Dr. Ralph Calhoun	Chair, Assistant Professor & Coordinator	Education
Dr. Angelica Burks-Henley	Coordinator	Elementary Education
Mr. Dorsey Patterson	Director, W.E.B. Du Bois Honors Program; Instructor	Elementary Education
Ms. Christie Harper	Assistant Professor	English

Ms. Ruby Hardy Minter	Instructor	English
Ms. Courtney Spencer	Assistant Professor	English
Dr. Jonathan Tutor	Associate Professor	English
Dr. Linda White	Interim Chair, Associate Professor	English
Mr. Roderick Thompson	Assistant Professor	Graphic Arts
Mr. James Wiggins	Assistant Professor	Health, Lifetime Fitness and Wellness
Mr. Eddie Pate	Assistant Professor	History
Ms. Olushola Aromona	Assistant Professor	Journalism and Mass Communication
Mr. Ronald Alexander	Instructor	Mathematics
Dr. Meenakshi Rajagopalan	Associate Professor	Mathematics
Mr. Dariush Zarshenas	Assistant Professor	Mathematics
Dr. M. Arlene Chongson	Assistant Professor	Music
Dr. Lora Gubanov	Assistant Professor	Music
Mr. Gavin Wigginson	Instructor	Music
Dr. Moniruzzaman Syed	Associate Professor	Physics
Damita Dandrige, Esq.	Assistant Professor, Coordinator of Service Learning	Political Science
Dr. Syrenia Johnson	Assistant Professor	Social Work
Mr. Michael Robinson	Chair	Social Work
Dr. Patrick Bamwine	Associate Professor	Sociology & Criminal Justice
Ms. Telissah Williams	Instructor	Spanish
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Dr. Zina Parker	Assistant Professor	Special Education

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STAFF LISTING

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Carolyn	Bishop	Director of On Campus Living	Residence Life
Shanta	Brooks	Director, Human Resources	Human Resources
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Demetri	Carter	Accounts Payable Specialist	Accounting Services
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