



Bethune-Cookman College

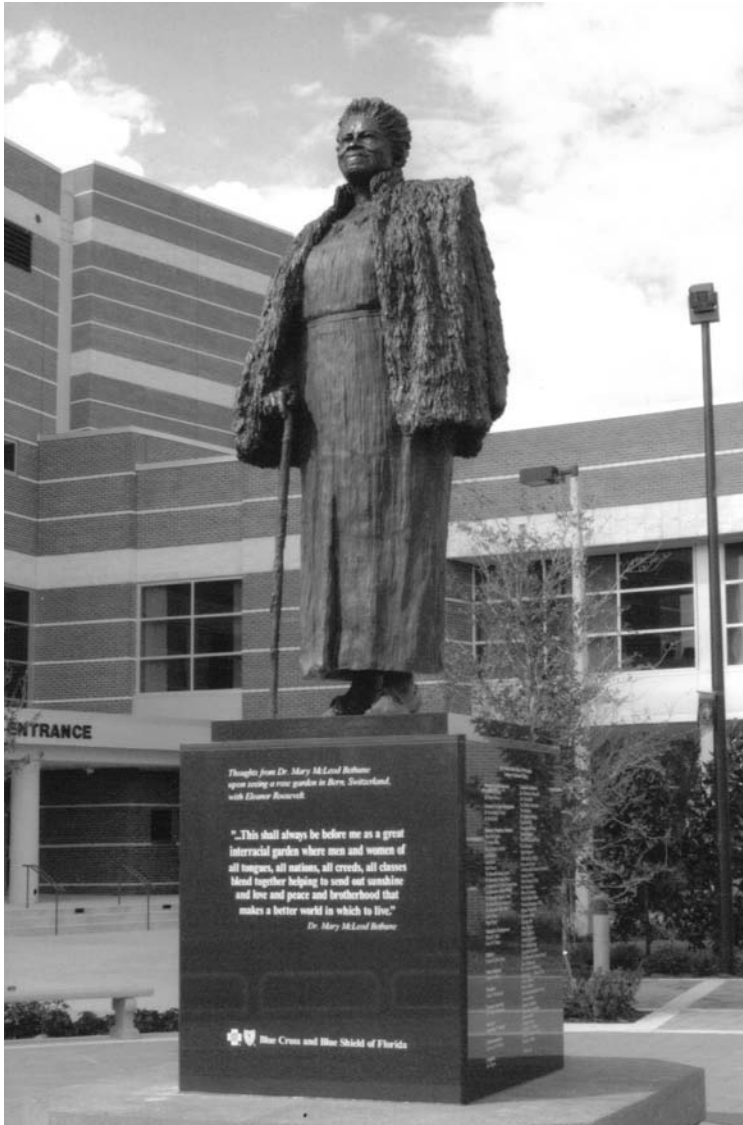
Founded in 1904 by Dr. Mary McLeod Bethune

A United Methodist Church-Related College

2006-2008 Undergraduate Catalog

**640 Dr. Mary McLeod Bethune Boulevard
Daytona Beach, FL 32114-3099
(386) 481-2000
www.bethune.cookman.edu**

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Statue of Dr. Mary McLeod Bethune in the
Centennial Gardens on the campus of
Bethune-Cookman College

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ACCREDITATION AND AFFILIATION STATUS

ACCREDITATIONS

Bethune-Cookman College is accredited by the Commission on Colleges of the Southern Association of Colleges and Schools (1866 Southern Lane, Decatur, Georgia 30033-4097: Telephone number 404-679-4501) to award the Bachelor of Arts and Bachelor of Science degrees.

National League for Nursing Accrediting Commission, Inc., 61 Broadway, 33rd Floor, NY, NY, telephone: 212-363-5555

Accreditation Commission for Programs in Hospitality Administration

National Collegiate Athletics Association

Florida State Board of Nursing (approved)

Florida State Department of Education for Special Programs

National Council for Accreditation of Teacher Education

University Senate of the United Methodist Church

COLLEGE AFFILIATIONS

American Association of Colleges of Nursing

American Association of Collegiate Registrars and Admissions Officers

American Association of Colleges for Teacher Education

American Assembly of Collegiate Schools of Business

American Association of Higher Education

American Council on Education

American Library Association

American Management Association

Association of American Colleges and Universities

Association of Church-Related Institutions of Higher Education

Association for Continuing Higher Education

Association for Computer Machinery

Association of Fundraising Professionals

Association of Governing Boards of Universities and Colleges

Association of Institutional Research

Central Florida Library Consortium (CFLC)

College Entrance Examination Board

Council for Advancement and Support of Education

Council for Christian Colleges & Universities

Council on Hotel, Restaurant and Institutional Education

Council of Independent Colleges

Florida Association of Colleges and Universities

Florida Association of Colleges of Nursing

Florida Association for Private College and University Admissions

Florida Association of Institutional Research

Florida Chamber of Commerce

Florida Council on Aging

Florida Department of Education, School of Colleges & Universities

Florida Library Network (FLIN)

Florida Public Relations Association
Independent Colleges and Universities of Florida
Independent Colleges and Universities of Florida Nursing Deans and Directors Group
National Association of College Admissions Counselors
National Association of College Auxiliary Services
National Association of College Deans, Registrars and Admissions Officers
National Association of Colleges and Universities
National Association of College and University Business Officers
National Association of Student Financial Aid Administrators
National Association for Equal Opportunity in Higher Education
National Association of Independent Colleges and Universities
National Association of Purchasing Management
National Association of United Methodist Colleges
National Collegiate Athletics Association (NCAA), Football 1-AA, All Other Sports 1A
NCAA - Mid-Atlantic Athletic Conference (MEAC)
National Minority Supplier Development Council of Florida
Public Relations Society of America
Southern Association of College Admissions Counselors
Southern Association of Institutional Research
Southern Building Code Congress International
Southeastern Library Network (SOLINET)
Southern Regional Education Board/Council on Collegiate Education
United Negro College Fund (UNCF)
University Continuing Education Association
Volusia County Public Schools
Volusia Manufacturers' Association

COMMUNICATIONS DIRECTORY

Address for all areas: Bethune-Cookman College
640 Dr. Mary McLeod Bethune Boulevard
Daytona Beach, Florida 32114-3099, USA

Campus telephone number: 386-481-2000

E-Mail Addresses: College Website URL www.bethune.cookman.edu

With some exceptions depending upon persons' names, E-mail addresses must give the person's last name and first initial followed by @cookman.edu.

Also see Faculty/Staff Directory under separate cover.

Off-campus callers, please dial 386-481-(xxxx)

Academic Advisement: 2392; FAX 2301

Academic Affairs Office: 2060; FAX 2066

Academic Schools

Arts and Humanities: 2706; FAX 2701/2702

Business: 2800; FAX 2802

Education: 2361; FAX 2355

Freshman College: 2304; FAX 2301/2302

Graduate & Professional Studies: 2341; FAX 2380

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Nursing: 2100; FAX 2202
Science, Engineering, and Mathematics: 2660; FAX 2662
Social Sciences: 2450; FAX 2442
Admissions Office: 2600/2618; FAX 2601
Alumni Relations: 2970/2957; FAX 2973
Bethune Foundation: 2122; FAX 2120
Band: 2743; FAX 2777
Bookstore: 2146; FAX 386-255-0149
Career Services: 2143; FAX 2139
Cultural Affairs: 2770; FAX 2771
Faculty Development Center: 2130/2134; FAX 2131
Financial Aid, Scholarships, Loans, Grants, and Part-time On-Campus Employment:
2626; FAX 2621
Fiscal Affairs: 2030; FAX 2034
Gerontology Center: 2443; FAX 2436
Honors Program: 2340; FAX 2314
Housing:
Male Students: 2425; FAX 2426
Female Students: 2425; FAX 2426
Human Resources Office: 2048/2049; FAX 2541
Infirmary: 2920/2922; FAX 2924
Information Technology: 2022; FAX 2027/2028
Institutional Advancement Office: 2963/FAX 2973
Institutional Research and Planning: 2042; FAX 2038
International Institute for Civic Participation and Social Responsibility:
2040/2041; FAX 2044
International Students: 2171
Library: 2196/2181; FAX 2182/2184
Library Computer Lab: 2192; FAX 2027
Mail Services: 2585/2586; FAX 2577
Music Area: 2741; FAX 2777
President's Office: 2001/2004; FAX 2010
Procurement: 2580; FAX 2577
Professional Studies (former Continuing Education) Site locations:
Fort Pierce, Mr. Charles Hayling
(772) 461-9943 Home
(772) 489-9087 FAX
Gainesville, Mr. Scherwin Henry
(352) 377-5235 Home
The John W. Miller, Sr., Center (Spuds), Mr. Edward Singleton, Jr.
(904) 692-1247 Home
(904) 692-2214 Office; (904) 692-1001 FAX
West Palm Beach, Mrs. Deloris Walker
(561) 655-4173 Home
(561) 802-2135 FAX
Public Relations: 2980/2990; FAX 2981
Photographer: 2988; FAX 2981

Receiving: 2578/2582; FAX 2577

Registrar & Transcripts: 2082/2520/2525; FAX 2550

ROTC: 2545; FAX 2552

Safety and Security: 2900; FAX 2909

Sponsored Programs/Title III: 2040/2041; FAX 2044

Sports Information: 2206; FAX 2238

Student Affairs and Activities: 2170; FAX 2166

Student Technical Services: 2190

Summer School: 2520

Testing Office: 2306; FAX 2302

WBCC Radio Station: 2160

BETHUNE-COOKMAN COLLEGE
ACADEMIC CALENDAR — 2006-2007 / 2007-2008
TENTATIVE

FALL SEMESTER 2006**FALL SEMESTER 2007****AUGUST**

16	Faculty Report for Duty—Faculty and Staff Institute	15
18	Faculty Development Workshop	17
18-20	Residence Halls Open for Freshmen & New Students	17-19
21-25	Orientation/Registration — New Students	20-24
23-25	Registration for Returning Students	22-24
26	Weekend Classes Begin	25
28	Faculty Association Meeting	27
28	All Classes Begin/Late Registration/Program Changes	27
—	Last Day for Registration/Program Change	31
—	Last Day for 100% Tuition Refund (Room/Board Assessed)	31

SEPTEMBER

1	Last Day for Registration/Program Change	—
1	Last Day for 100% Tuition Refund (Room/Board Assessed)	—
4	Labor Day Holiday	3
6	Academic Advisory Council	5
8	Deadline: CLAST Registration for October	7
13	President's Assembly	12
15	Census Day	14
15	Faculty Development Workshop	21
21	Board of Trustees Executive Committee Meeting	20
25	Faculty Association Meeting	24

OCTOBER

2	Founder's Day Observance	1
6	Last Day to Remove "I" Earned Last Semester	5
7	Mid-Term Examinations—Weekend Classes	6
7	College Level Academic Skills Test (CLAST)	6
9-13	Mid-Term Examinations—Extension Sites	8-12
11	Academic Advisory Council Meeting	10
—	Mid-Term Examinations—Main Campus	11-12
12-13	Board of Trustees Meeting	11-12
13	Faculty Deadline: Submit Removal of "I's" to Registrars Office	12
14	Homecoming	—
19-20	Mid-Term Examinations—Main Campus	—
20	Faculty Development Workshop	19
23	Faculty Association Meeting	22
27	Deadline: Applications for Spring Graduation	26
27	Last Day to Drop Classes	26
30-Nov 10	Registration for Spring Semester	29- Nov 9

NOVEMBER

13	Last Day to clear Financial Aid Obligations for Spring Semester	12
15	Last Day to Voluntarily Withdraw from College	14
15	Academic Advisory Council	14
17	Faculty Development Workshop	16

22	Thanksgiving Holiday Begins After Last Class	21
27	Classes Resume	26
27	Faculty Association Meeting	26
27-Dec 1	Final Examinations—Extension Sites	26-30
30-Dec 2	General Studies Final Examinations	29-
		Dec 1

DECEMBER

	Final Examinations — Online/Hybrid Classes (TBA)	
2	Final Examinations — Weekend Classes	1
4	Study Day	3
5-7	Final Examinations — Main Campus	4-6
8	Residence Halls Close for Christmas Holiday	7
11	Final Grades Due in Computer	10
12	Final Grades Due in Registrar's Office	11
13	Academic Advisory Council	12
15	Faculty Development Workshop	14
18-Jan 1	Christmas Holidays for Staff According to Work Responsibilities	17- Jan 1

SPRING SEMESTER 2007

SPRING SEMESTER 2008

JANUARY

1	New Year's Day	1
2	Faculty/Staff Report to Duty—Faculty & Staff Institute	2
3	Residence Halls Open	3
3-5, 8	Orientation/Registration for New Students	3-4, 7-8
4-5, 8	Registration for Returning Students	4, 7-8
6	Weekend Classes Begin	—
9	All Classes Begin/Late Registration/Program Changes	9
10	Academic Advisory Council	9
—	Weekend Classes Begin	12
15	Martin Luther King, Jr. (Federal Holiday)	—
16	Last Day for Registration/Program Changes	15
16	Last Day for 100% Tuition Refund (Room & Board Assessed)	15
19	Deadline: CLAST Registration for February	18
19	Deadline: Nursing Program Applications	18
19	Deadline: Summer/Fall Graduation (Ceremony held Spring Only)	18
19	Faculty Development Workshop	18
—	Martin Luther King, Jr. (Federal Holiday)	21
22	Faculty Association Meeting	—
23	Census Day	22
24	President's Assembly — <i>LEGACY FORUM</i>	23
—	Faculty Association Meeting	28

FEBRUARY

2	Deadline: Upcoming Year Student Teacher Application	1
8	Board of Trustees Executive Committee Meeting	7
14	Academic Advisory Council	13
16	Faculty Development Workshop	15

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16	Last Day to Remove “I” Earned Last Semester	15
17	College Level Academic Skills Test (CLAST)	16
17	Mid-Term Examinations — Weekend Classes	16
19-23	Mid-Term Examinations — Extension Sites	18-22
22-23	Mid-Term Examinations — Main Campus	21-22
23	Faculty Deadline: Submit Removal of “I’s” to Registrar’s Office	22
23	Student Honors and Awards Assembly	22
26	Faculty Association Meeting	25

MARCH

5	Residence Halls Close for Spring Break	3
5-9	Spring Vacation	3-7
10	Residence Halls Open	8
12	Classes Resume	10
14	Last Day to Drop Classes	12
14	Academic Advisory Council	12
15-16	Board of Trustees Meeting	13-14
16	Faculty Development Workshop	—
19-30	Fall/Summer Registration	17-28
—	Faculty Development Workshop	21
26	Faculty Association Meeting	24
30	Last Day to Voluntarily Withdraw from College	28

APRIL

5	Last Day to Clear Financial Aid Obligations for Summer Session	3
6	Good Friday	4
10-11	Examinations for Graduating Seniors	15-16
11	Academic Advisory Council	9
12	Final Grades for Graduates Due in Computer	17
13	Final Grades for Graduates Due in Registrar’s Office	18
16-20	Final Examinations — Extension Sites	14-18
18	Senior Consecration	23
19-21	General Studies Final Examinations	17-19
20	Faculty Development Workshop	18
21	Commencement	—
23	Faculty Association Meeting	—
23	Study Day	21
24-26	Final Examinations — Main Campus	22-24
27	Residence Halls Close for Summer Break	25
—	Commencement	26
—	Faculty Association Meeting	28
30	Classes Begin — Extension Sites	28
30	Final Grades Due in Computer	29

SUMMER 2007

MAY

4	Deadline: CLAST Registration for June	2
7	Registration for Summer Session	5
8	Classes Begin/Late Registration/Program Changes	6
9	Academic Advisory Council	—
11	Last Day for Registration/Program Changes	9

SUMMER 2008

12	Weekend Classes Begin	10
—	Academic Advisory Council	14
18	Faculty Development Workshop	16
28	Memorial Day Holiday	26
—	CLAST Examination	31
JUNE		
2	CLAST Examination	—
16	Final Examinations — Weekend Classes	14
18-22	Final Examinations — Extension Sites	16-20
22	Final Examinations — Main Campus	20
23	Residence Halls Close for Summer	21
26	Final Grades Due in Computer	24
28	Final Grades Due in Registrar's Office	26
JULY		
4	Independence Day	4
10	Founder's Birthday Observance	10
13	Last Day to Clear Financial Obligations for Fall Semester	14

***Note: Calendar dates are subject to change.**

Source: Office of Institutional Research and Planning, June 2, 2006

PLEASE NOTE: The Academic Calendar for students enrolled in the master's degree program(s) at Bethune-Cookman College will be printed in the graduate catalog published by the School of Graduate and Professional Studies.

THE BETHUNE-COOKMAN COLLEGE UNDERGRADUATE CATALOG

This Bethune-Cookman College Undergraduate Catalog provides current information concerning academic programs and requirements. Schedules of classes, derived partly from information in the undergraduate catalog and any changes thereto, announce courses offered each semester and summer session. Announcements of final examinations and graduation activities derive from this document. The College reserves the right, however, to change this publication, to include course requirements, which supersede those herein, without direct notice to individual students.

The College will attempt to advise students of changes pertaining to matters herein. Such information will be available in the offices of the vice president for academic affairs, school deans, department heads, and office directors.

The student is expected to become familiar with program and degree requirements pertaining to one's field of study, and with regulations governing academic work and progress, as well as remain alert for announcements of change. Further, it is the responsibility of the student to remain informed of current graduation requirements for one's degree program. Minimum hours for graduation, for instance, are stated in the undergraduate catalog for each major area. Lack of knowledge of written requirements will not be accepted as justification for noncompliance.

To graduate from the College, the student is responsible for completing general education, major and minor area requirements, the College-Level Academic Skills Test (CLAST), the senior thesis, the comprehensive exit examination, and any other requirements specified herein or by announcement. Faculty members are responsible for providing instruction and advisement to assist students in successfully completing requirements.

Many steps from admission through graduation require approval by specified college officials. In its sole judgment that the student has or has not satisfactorily met all requirements, the College reserves the right to refuse college credit or refuse an academic degree.

Academic programs and requirements for students enrolled in the master's degree program(s) at Bethune-Cookman College will be printed in the graduate catalog published by the School of Graduate and Professional Studies.

PLEASE NOTE THAT THE BETHUNE-COOKMAN COLLEGE BOARD OF TRUSTEES CAN MAKE CHANGES TO THE UNDERGRADUATE CATALOG AT ANY TIME. STUDENTS ARE STRONGLY ADVISED TO READ EACH MONDAY DIGEST FOR UPDATES ON ANY CHANGES THAT HAVE BEEN MADE TO THE UNDERGRADUATE CATALOG.



Dr. Mary McLeod Bethune (1875-1955)
Founder and President (1904-1942; 1946-1947)

LAST WILL AND TESTAMENT

Dr. Mary McLeod Bethune left a heritage in the college she founded. She also left her Last Will and Testament, an everlasting and priceless document of challenge, hope, and responsibility for African-Americans and other people, which states the following:

...I leave you love. Love builds. It is positive and helpful. It is more beneficial than hate.

...I leave you hope. The Negroes' growth will be great in the years to come. Theirs will be a better world. This I believe with all my heart.

...I leave you the challenge of developing confidence in one another. As long as Negroes are hemmed into racial blocks by prejudice and pressure, it will be necessary for them to band together for economic betterment.

...I leave you a thirst for education. Knowledge is the prime need of the hour....If we continue in this trend, we will be able to rear increasing numbers of strong, purposeful men and women, equipped with vision, mental clarity, health and education.

...I leave you a respect for the uses of power. We live in a world, which respects power above all things. Power, intelligently directed, can lead to more freedom.

...I leave you faith. Faith is the first factor in a life devoted to service. Without faith, nothing is possible. With it, nothing is impossible.

...I leave you racial dignity. I want Negroes to maintain their human dignity at all costs. We, as Negroes, must recognize that we are the custodians as well as the heirs of a great civilization.

...I leave you a desire to live harmoniously with our fellow men. The problem of color is world-wide. It is found in Africa and Asia. Europe and South America. I appeal to American Negroes – North, South, East and West – to recognize their common problems and unite to solve them.

...I leave you finally a responsibility to our young people. The world around us really belongs to youth, for youth will take over its future management. Our children must never lose their zeal for building a better world.

...If I have a legacy to leave my people, it is my philosophy of living and serving. As I face tomorrow, I am content, for I think I have spent my life well. I pray now that my philosophy may be helpful to those who share my vision of a world of Peace, Progress, Brotherhood and Love.

THE MARY MCLEOD BETHUNE FOUNDATION: A NATIONAL HISTORIC LANDMARK

Built in 1905, the Mary McLeod Bethune Foundation is the home in which Dr. Mary McLeod Bethune lived and died. The Foundation was designated a National Historic Landmark by the National Park Service of the U.S. Department of the Interior in 1975. On July 10, 1977, her 102nd birthday, a second marker was erected at the home by the Association for the Study of Afro-American Life and History in cooperation with the Amoco Foundation, and it is the 94th United Methodist Historic Site. The home currently serves as a museum and is visited by elementary, middle and high school students, as well as Florida tourists who are able to capture the greatness of this remarkable woman and to receive inspiration from the legacy she willed to the American public.



The Bethune Foundation

THE PRESIDENT'S STATEMENT OF PHILOSOPHY

Education is power, hope, and faith in a better tomorrow. Regardless of economic and social background, every person deserves an opportunity to pursue higher education. Furthermore, it is my opinion that in the absence of spiritual growth, intellectual stimulation is meaningless. Providing an effective learning environment that will enhance spirituality and citizenship, while strengthening linkages to the African-American community remains a crucial goal of all historic African-American colleges. A distinctive educational program characterizes opportunities for students to compete internationally as they learn the values of globalization, negotiation, and cultural synergistic problem solving.



Dr. Trudie Kibbe Reed
President

Learning should be *fun, empowering, and life changing*. To learn is to unearth new meaning, to make a difference, to find one's voice, to develop new ideas, to engage in self discovery, and to re-examine prior beliefs. Institutions of higher learning that are truly **student centered** will offer choices and challenges as well as the ability to listen and to be heard. Unique experiences and opportunities within such a learning community will enable students to realize their dreams. Colleges that are **esteem builders** facilitate greater consensus and team building among the entire learning community. Team building is essential for the development of a shared mission that can be owned and articulated with excitement!

Through academic excellence, innovative programming, and effective marketing, national and global visibility can be attained leading to increased enrollment and outstanding scholarship. While education builds citizenship, students prepare for this important role through cultural and community service. Therefore, learning cannot be separated from the community or society at large. A liberal arts education will continue to foster a deeper exploration of human knowledge in diverse subjects that will facilitate inquiry into meaning while building a solid foundation in lifelong learning.

Traditional African-American United Methodist Colleges are entrusted with building a future for the youth in our nation. In essence, they offer a map and compass to direct the African-American community, impacting the nation at-large. Historic African-American colleges transmit history and preserve legacies of truth and knowledge. They pave the way for generations to journey through history armed with faith, the capacity for hard work, and a quest to learn. For many, African-American colleges continue to provide the greatest gift: a supportive community for the pursuit of learning. Education becomes power, a liberating force that offers justice, equity, and hope for the African-American community for generations to come.

THE CAMPUS

Bethune-Cookman College is located in Daytona Beach (Volusia County), Florida, an Atlantic coast city with a metropolitan area population of 170,000. The Atlantic Ocean is less than 2 miles from the campus.

The 75-acre campus includes administrative and academic buildings, technology centers, student residence halls, student center, infirmary, athletic facilities and a performing arts auditorium. The address to the college is 640 Mary McLeod Bethune Boulevard, the site of the main administration building. The college is bounded by George W. Engram, Sr., Boulevard, Lincoln Street, International Speedway Boulevard, and Dr. Martin Luther King, Jr. Boulevard. There is easy access to business centers, churches, theaters, museums, recreational facilities, bus and air terminals. Located within 100 miles of the city are areas of interest including St. Augustine, Florida; Orlando, Florida; and the John F. Kennedy Space Center.



GENERAL INFORMATION



HISTORY OF THE COLLEGE

The year was 1904 when a very determined young black woman, Mary McLeod Bethune, opened the Daytona Educational and Industrial Training School for Negro Girls. It underwent several stages of growth and development through the years. In 1923, it became a co-ed high school as a result of a merger with Cookman Institute of Jacksonville, Florida. A year later, the school became affiliated with the United Methodist Church, evolved into a junior college by 1931 and became known as Bethune-Cookman College.

In 1941, the Florida State Department of Education approved a 4-year baccalaureate program offering liberal arts and teacher education. Mrs. Bethune retired in 1942 at which times James E. Colston became president until 1946 when Mrs. Bethune resumed the presidency for a year.

Dr. Richard V. Moore, Sr., became president in 1947. Under his tenure the College was accredited by the Southern Association of Colleges and Schools (SACS) in 1970, joined the United Negro College Fund and other academic and professional organizations. The curriculum expanded, student enrollment increased and new buildings were constructed for residential housing and classrooms.

Oswald P. Bronson, Sr., Ph.D., an alumnus of the College, served as the fourth president of the College from 1975 to 2004. During his tenure increased student enrollment led to continuous development and expansion of the College. A rapidly increasing student enrollment led to construction of more student housing and classroom buildings. Major fields of study increased from 12 in 1974 to 37 by 2003. In addition, seven continuing education centers for students began operating throughout the state. While maintaining accreditation by SACS, Florida State Board of Education, and the United Methodist Church Board of Higher Education, the College added new accreditations in the Nursing and the Teacher Education programs.

Trudie Kibbe Reed, Ed.D., was appointed to the presidency in August 2004 by the Board of Trustees. Dr. Reed is the first woman to serve in this capacity since Dr. Bethune, the College founder. Under the leadership of Dr. Reed, the International Institute for Civic Participation and Social Responsibility was launched in January 2005 as a way to enlarge student learning about citizenship and leadership development. This new foci, successfully infusing value formation with critical reflection about individual and collective responsibility toward respecting and honoring differences and diversity of thought, has been integrated throughout campus life, even within new housing developments that empower decision making through team efforts and leadership.

Since 1943, the College has graduated more than 13,200 students who have provided support to the College. Traditionally, the College has maintained intercollegiate athletic programs, instrumental and choral groups which have achieved national recognition. Many alumni are employed in the fields of education, medicine, business, politics, government, science, religion, athletics and environmental sciences.

COLLEGE MISSION

Founded by Dr. Mary McLeod Bethune in 1904, Bethune-Cookman College is an historically black, United Methodist Church-related college offering 37 baccalaureate degrees. The mission is to serve in the Christian tradition the educational, social, and cultural needs of its students—traditional and non-traditional—and to develop in them the desire and capacity for

continuous intellectual and professional growth, leadership, and service to others. Institutional priorities in the mission of the College are teaching, research, community service and commitment to moral and personal values.

The College enrolls promising secondary school graduates and adult learners from diverse social, economic and educational backgrounds. Sixty-five percent of the students come from Florida; however, the College actively recruits students from the national and international communities. To enhance student life, the College provides well-rounded activities for all students in areas, such as, service and social organizations, religious programs, honors societies, major area clubs, intercollegiate athletics, and an intramural athletics program.

Bethune-Cookman College accomplishes its mission by providing excellent facilities, instruction, current technology, and support services for liberal arts, career oriented and continuing education programs. The College emphasizes teaching by continually adapting teaching techniques to meet student needs and by providing support programs for faculty development. Research is conducted and encouraged in order to enhance knowledge and to meet the challenges of a changing world. The College has deep roots in the social history of America and continues to provide services to the broader community through its on-and-off campus outreach programs. The International Institute for *Civic Participation and Social Responsibility*, launched in January 2005 under the leadership of Dr. Reed, exemplifies student learning about citizenship and leadership development by requiring all students to engage in service learning projects which allows them to link classroom theory to practical applications of transformative leadership. (See page 70 for more information.)

(Mission Statement approved by the full Board of Trustees, 9/06/2001)

CORE VALUES

Bethune-Cookman College employees draw motivation and direction from six strongly held principles. These principles guide the manner in which we treat each other and those we serve.

1. **Christian Mission.** We exist to serve the needs of our communities and incorporate Christian values at every level of service.
2. **High ethical standards.** We conduct our business and integrity, honesty and fairness. As responsible stewards, we use our financial resources wisely by choosing business practices which are cost-effective, productive and result in a fair return on investment.
3. **Quality and service excellence.** We strive to meet or exceed both the service standards of the education industry and the expectations of the students we serve. We measure our success through continuous surveying of student satisfaction.
4. **Compassion.** We are sensitive to the needs of the individuals and families we serve and meet their needs with kindness and empathy.
5. **Focus on Community.** We commit time, talent and financial support to involve and educate our neighbors in the principles of civic service and social responsibility. Examples are the Town Hall forums held year around and meetings with the stakeholder groups, i.e. church, community, businesses, political leaders, alumni, parents, etc.
6. **Cultural diversity.** We value the diversity of our students, employees, business colleagues and visitors and treat them with kindness and respect regardless of their background, race, religion, or culture.

COLLEGE STATEMENT ON ETHICS AND VALUES

Bethune-Cookman College seeks to develop graduates who are **honorable, democratic** citizens capable of making worthwhile contributions to society. The College expects its students to uphold the **highest moral** and **ethical standards** by practicing **self-discipline**. Students are held **accountable** for their behavior. The College believes that **commitment, perseverance**, and **high regard** for the value and quality of work should be demonstrated with pride as tasks are completed with accuracy and timeliness. Bethune-Cookman College further affirms that students should **respect** the **environment**—including the College's property, grounds, and buildings.

Competence

Bethune-Cookman College seeks to develop graduates who demonstrate **academic excellence**. Graduates are expected to show competence in their academic careers and vocations through mastery of both **verbal** and **written communication skills, research, scholarly** pursuit of **knowledge**, and major areas of study. Bethune-Cookman College believes that competent individuals will enter the future with **confidence** and **self-esteem**.

Human Worth and Dignity

Based on the premise that all human beings are worthy of **respect, honor, and dignity**, **Bethune-Cookman College** propounds the concept of human worth that is deeply embodied in its founding and purpose. In communicating this fundamental belief, the College seeks to define those characteristics that reflect **honesty, tolerance, and genuine sincerity** in all phases of **human relations**. The College strives to instill within each student the value of **human worth** and to show **justice, compassion, and equality** toward all.

Spiritual Growth and Development

Bethune-Cookman College, founded in the **Christian tradition**, strives to instill **spiritual growth** by nurturing a continuous understanding and appreciation of the ecumenical tradition and heritage of our school. The study and acceptance of other religious cultures is shown with tolerance, understanding, acceptance, and love toward others. Students will be able to make **wholesome decisions** for themselves and **contributions** to their communities.

(Approved by Bethune-Cookman College Board of Trustees, October 16, 1992)

HONOR CODE FOR STUDENT CONDUCT

Bethune-Cookman College is founded on and practices Christian principles, moral and ethical behavior, and total commitment to educational excellence. As an affiliate of The United Methodist Church, the College expects its students to uphold and exhibit the highest standards of conduct and behavior at all times. Our statement on **Human Worth and Dignity** is included in the **Statement on Ethics and Values**. Students are held accountable for their behavior and are expected to respect themselves and others whether on the College grounds or in the community. Expectations in specific areas of Bethune-Cookman College life are addressed below:

Dress Code (Also see College Policy on Appropriate Dress)

At Bethune-Cookman College, students should dress in a way that shows respect for not only themselves, but all other students. We believe that Dr. Mary McLeod Bethune would

expect students attending her college to dress in such a way that would uplift their race, culture and professionalism. In order to achieve this code, female students should not:

- wear tops that show their mid-ribs or sleeveless men's undershirts
- wear skirts that do not meet the "finger-tip test"
- wear anything that may cause a disturbance to the learning environment
- wear pajamas outside of the dormitory

Additionally, male students should not:

- wear pants below their waistline, showing underwear
- wear any head coverings inside buildings (hats or "do-rags")
- wear sleeveless undershirts to class or in the cafeteria
- wear pajamas outside of the dormitory

Classroom Conduct

The classroom is the place where students go to learn. It is imperative that the behavior in the classroom does not disturb the process of learning. It is important that every student respect rules set forth for all classes and the professor. Cell phones must be placed in the silent mode or turned completely off.

Students displaying rude and disrespectful behavior towards any member of the faculty or staff will be subject to disciplinary action.

Sexual Behavior on Campus

Bethune-Cookman College reserves the right to define and limit what constitutes non-acceptable sexual behavior on its campus. Sexual activity which disrespects others and violates common decency is prohibited throughout the entire campus. Students must refrain from engaging in sexual activities that in any way disrespect the legacy of our founder, Dr. Mary McLeod Bethune.

Safety and Security

Students must not engage in any activities that will bring harm and/or disrespect to the College. Students are expected to display and present, if necessary, ID badges at all times when on campus.

Behavior at Public Gatherings and Assemblies

When persons enroll in college, it is expected that they have learned what is considered acceptable behavior in public gatherings. There is no excuse for any college student to act in an uncivilized manner in any assembly. Being respectful and attentive to all speakers throughout a program is a must. At Bethune-Cookman College, any disrespectful behavior exhibited during public gatherings or assemblies (i.e., inappropriate talking, yelling, walking out, using cellular devices, eating or drinking, etc.) will result in immediate removal from the assembly and disciplinary action.

Violation of any part of this policy may result in a required appearance before the College Honor Court and/or the Disciplinary Review Committee.

Signing the Honor Code for Student Conduct is a requirement for admission to the College. Compliance with this Honor Code is required throughout enrollment at Bethune-Cookman College. (Adopted by the College Administration, December 2005)

EMERGENCY DISMISSAL POLICY

Bethune-Cookman College reserves the right to dismiss students who demonstrate non-serious academic pursuits and/or disruptive behavior. This will be determined by classroom performances, the mid-semester failure lists, and observations by faculty and staff members. Any student so dismissed will be required to leave the college immediately and their parents will be notified as quickly as possible. Student may or may not be warned prior to dismissal.

Where teachers indicate that there are excessive absences and/or no possible way for the student to pass courses, the student will be asked to vacate campus housing within 24 hours and his/her name will be removed from the administrative computer.

The College further reserves the right to require a student to withdraw for cause at any time.

For violation of one (1) offense, a student **may** be sent home. For violation of two (2) or more offenses, a student **will** be sent home:

1. Excessive class absences. Six (6) absences are considered excessive.
2. Receiving failures or "F" grades in three (3) courses, at mid semester.
3. Failure to exhibit high standards of conduct and/or disruptive behavior in the classroom on campus grounds or in the community.
4. Excessive absences from mandatory tutorial classes. Four (4) absences are considered excessive.

STATEMENT ON HAZING

The Chad Meredith Act

The Chad Meredith Act became law in Florida effective July 1, 2005. The law resulted from the drowning of University of Miami student Chad Meredith on November 5, 2001. Persons convicted of felony or misdemeanor hazing are subject to imprisonment.

Bethune-Cookman College has always renounced acts of brutality and hazing during the intake process, and this statement serves to reaffirm that long-standing commitment . . . **HAZING IS STRICTLY FORBIDDEN!**

For the guidance of all campus chapters authorized to conduct intake periods, the definition of hazing is as follows:

"Hazing" is any action taken or situation that recklessly or intentionally endangers the mental or physical health or safety of a student for purposes, including, but not limited to, initiation or admission into or affiliation with any organization operating under the sanction of the College. "Hazing" includes, but is not limited to, pressuring or coercing the student into violating state or federal law, any brutality of a physical nature, such as whipping, beating, branding, exposure to the elements, forced consumption of any food, liquor, drug, or other substance, or other forced physical activity that could adversely affect the physical health or safety of the student, and also includes any activity that would subject the student to extreme mental stress, such as sleep deprivation,

forced exclusion for social contact, forced conduct that could result in extreme embarrassment, or other forced activity that could adversely affect the mental health or dignity of the student.

In addition, late work sessions which interfere with scholastic activities, and any other activities which are not consistent with policies of Bethune-Cookman College or which violate local, state or federal laws, are expressly forbidden. Anyone violating this policy will be subject to disciplinary action, and may also face criminal prosecution.

Cognizance and understanding of the above definition and the use of common sense in the carrying out of intake activities should be sufficient to guide campus chapters to avoid hazing violations. A good rule of thumb is: "IF IN DOUBT, LEAVE IT OUT".

Chapter members and advisors are responsible for seeing that the intake process follows steps prescribed by their respective national offices, within B-CC guidelines. No chapter or member is "*above the law*." All participants should be urged to remember that the intake process is designed to prepare new "sisters" and "brothers", and hazing has no place in this important process.

SEXUAL HARASSMENT

Bethune-Cookman College is committed to maintaining an educational and working environment free from sexual harassment. Sexual harassment by any employee or student is prohibited and will not be tolerated. Persons violating this policy will be subject to disciplinary action, which may include, but is not necessarily limited to, written warning, demotion, transfer, suspension, expulsion, dismissal, or termination. Also see the Bethune-Cookman College booklet titled *INVESTIGATING SEXUAL HARASSMENT*. (A full discussion is found in the Student Handbook.)

POLICY ON INFANTS AND CHILDREN ON CAMPUS

Enrolled students of Bethune-Cookman College are not permitted to bring infants and/or children into classrooms, classroom buildings or other facilities, including the library and residential halls. Further, if children are on the campus for any purpose, they must always be supervised by an adult. Appropriate disciplinary measures will apply if this policy is not followed.

COLLEGE POLICY ON APPROPRIATE DRESS

The right of students to include in their wardrobe a broad array of various types, styles, colors, and expressions is fully recognized. All students, however, have a vested interest in the image of Bethune-Cookman College, and certain types of clothing tend to reflect negatively upon the College and tend to disrupt the educational process.

The following types of clothing and other items, therefore, shall not be allowed in classrooms, at college-sponsored activities, in any College building including the dining hall, or on the college campus grounds:

- I. Clothing or accessories that contain obscene, profane, or expressions offensive to race, gender, or ethnicity (as determined by the Administration in its sole discretion).
- II. Clothing or accessories that depict nudity, the showing of male and female sex organs, or explicit sexual acts.

III. Clothing or accessories that condone or sanction violence: jewelry in the form or shape of drugs or drug paraphernalia; clothing, jewelry or other accessories with pictures of drugs or drug paraphernalia, or with expressions that condone or sanction the use of illegal drugs.

IV. Clothing that is sexually explicit or suggestive.

The following are only illustrative examples and should not be considered an exhaustive list.

Female

1. No exposure of bust, stomach or full back.
2. Skirt, splits and dress lengths etc. should be such that if the wearer bends over at a 45-degree angle there should be no exposure of inner thighs or undergarments.
3. No types of clothing should be skintight.
4. Hair should always be clean and well groomed.
5. No hats should be worn inside buildings.

Male

1. No exposure of chest, stomach or full back.
2. Pants should not be worn below waist level.
3. No types of clothing should be skin tight.
4. Hair should always be clean and well groomed.
5. No hats should be worn inside buildings.

V. Clothing which expresses any form of ethnic degradation.

Faculty members may exclude from class persons who dress in a manner not consistent with this policy. Persons in authority may exclude from college sponsored events and campus buildings and grounds persons who dress in a manner not consistent with this policy.

Persons who continually dress in a manner not consistent with the policy as stated above may be subjected to disciplinary measures as expressed in the Bethune-Cookman College Student Handbook.

QUALIFIED DISABLED PERSONS

Bethune-Cookman College provides equal opportunity to qualified disabled persons in accordance with the requirements of Americans with Disabilities Act (ADA).

ADA and section 504 of the Rehabilitation Act of 1973 serve to ensure that individuals with current disabling conditions are provided reasonable accommodations to enable them to enjoy the programs, activities, services, and employment opportunities offered by colleges and universities.

As these laws only apply to individuals with known disabilities, it is required by Bethune-Cookman College that individuals provide recent documentation to establish their eligibility under these laws and to document their specific accommodation needs.

Individuals with a verifiable learning or physical disability affecting academic studies must submit documentation of a professional diagnostic evaluation (not older than three years) of their disability to the School of General Studies' Testing Center located in Faith Hall, Room #10.

All others with disabilities as defined by the ADA must contact the Student Affairs Office in the student center regarding living and dietary accommodations and the Testing Office in Faith Hall regarding the CLAST exam and other standardized testing.

EQUAL EMPLOYMENT AND EDUCATIONAL OPPORTUNITIES

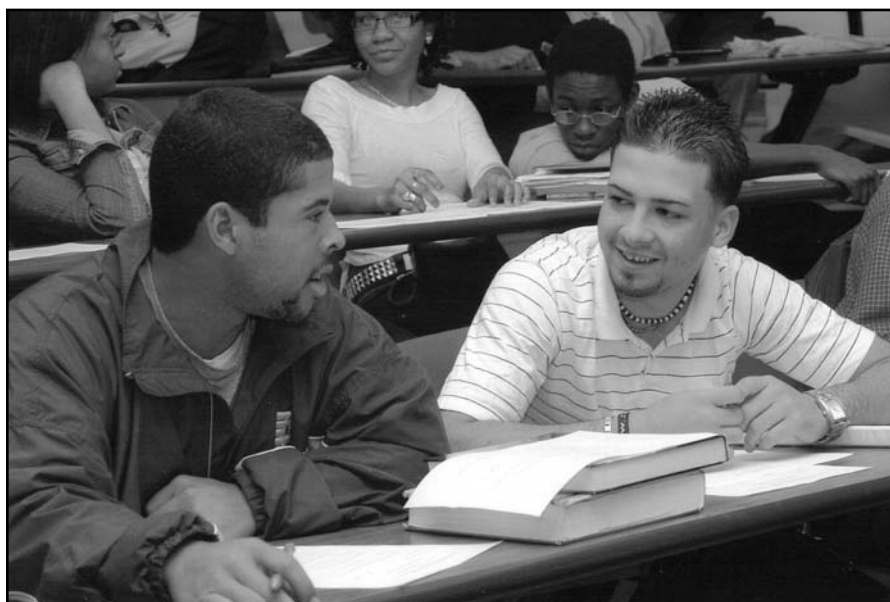
Bethune-Cookman College is committed to the principles of equal employment opportunity in all phases of the employment relationship including advertising, hiring, compensation and other terms and conditions of employment without regard to race, color, religion, sex, national origin, age, disability, veteran's status, or marital status. The College is also committed to the principles of nondiscrimination in its educational programs and activities. No person shall, on the grounds of race, color, religion, national origin, marital status, age, disability or sex, be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination in any program or activity of the College. Any employee or student who has a complaint regarding the College's compliance with these standards should contact the College's Office of Human Resources Management.





Greek Letter Advisory Council/
Service Professional Organizations Advisory Council

ADMISSIONS



Bethune-Cookman College seeks to enroll students with the potential and desire to further their intellectual, spiritual and social development. Each applicant is evaluated individually. Academic performance at the secondary education level is extremely important, and the College also considers the applicant's character and personality as well as an eagerness to achieve a college education.

Students seeking admission to Bethune-Cookman College must have satisfactorily completed or earned a standard diploma from an accredited high school, earning a minimum cumulative grade point average of 2.25 or better on a 4.0 scale. Strength of the academic course selection is carefully considered.

Because high school programs and graduating systems vary widely, the secondary school program cannot be rigidly prescribed. However, the Admissions Committee is most interested in the student with solid achievement in college preparatory courses each of the four years of high school. This curriculum includes: four units of college preparatory English, three units of college preparatory mathematics, three units of natural science (at least one laboratory), three units of social science and history, and six academic electives. Two units of foreign language and one computer literacy course are strongly recommended but are not required. The General Education Diploma (GED) may be considered in lieu of a complete high school record.

All entering freshmen must take either the SAT I: Reasoning Test, or the ACT Assessment Test. It is advisable for the student to take either test in the junior year and again early in the fall of the senior year. The writing portion of the ACT is optional; however, students who are seeking to qualify for an academic scholarship must take the writing portion of the ACT. Information concerning the SAT or ACT can be obtained from the high school guidance counselor or directly from the College Entrance Examination Board, Box 592, Princeton, NJ 08540, or ACT Assessment, Box 451, Iowa City, IA 52240. Register online or receive additional information at <http://www.collegeboard.com> and <http://www.act.org>. Bethune-Cookman's CEEB code number is 5061; the ACT code number is 0720.

APPLICATION PROCEDURES

The student seeking admission to Bethune-Cookman College should apply in the first semester of the high school senior year. An Application for Admission can be obtained by writing the Director of Admissions, Bethune-Cookman College, 640 Dr. Mary McLeod Bethune Boulevard, Daytona Beach, FL 32114-3099, or by calling the Office of Admissions at 800-448-0228. You may apply on-line at <http://www.bethune.cookman.edu>.

The following credentials must be received by the June 30 deadline for fall semester admission. Priority deadline for spring semester admission is November 30.

- A completed Application for Admission — a parent's signature is required if the applicant is under 18 years of age (Directions for the one page essay are included in the application);
- A \$25.00 nonrefundable application fee or official fee waiver form obtained from the guidance counselor;
- Official copies of transcript(s) including all high school academic experiences;
- Standardized test results — either the ACT or SAT I forwarded directly to the college; and
- Counselor's recommendation.

TRANSFER STUDENTS

A candidate for admission is considered a transfer student at Bethune-Cookman if he/she has at least six transferable hours from an accredited college or university, earned while not concurrently enrolled in high school.

A minimum cumulative grade point average of 2.25 on a 4.0 scale on all college level academic work is required. If the candidate has less than 24 transferable semester hours (1 full year) of credit from an accredited college, all requirements for a first year student must also be met.

The following credentials must be received by the June 30 deadline for fall semester admission. Priority deadline for spring semester admission is November 30.

- A completed Application for Admission (Directions for the one page essay are included in the application);
- A \$25.00 nonrefundable application fee or official fee waiver form obtained from the guidance counselor;
- Official copies of transcript(s) for all college work attempted;
- Final official high school transcript; and
- Standardized test results. This credential may be exempted if the candidate completed high school at least 10 years before date of transfer application to Bethune-Cookman College.

Transfer Students with Associate of Arts Degrees

All Associate of Arts (A.A.) recipients will be fully admitted, providing they satisfy other requirements as specified below:

1. Students holding A.A. degrees from community colleges in Florida will be accepted as upper level transfer students. Students must, however, meet admission requirements for specific majors. There is a 10-year restriction on accepting previously earned credits. The School of Nursing will not accept courses over five years old.
2. Any **students transferring** to Bethune-Cookman College and having an A.A. degree from a **Florida public institution of higher learning** will be allowed to transfer a maximum of **one** CLAST exemption granted by that college and earn passing scores on the other remaining subtests. For students who transfer from a **Florida private college**, and CLAST waiver(s) or exemption(s) given by the college will not be honored at Bethune-Cookman College and the student must meet the CLAST requirements of Bethune-Cookman College. **All students must satisfy the Bethune-Cookman College CLAST requirements before graduation.** Information on the CLAST Exam, CAT-CLAST, and CLAST Waiver Test may be obtained in the Testing Office in Faith Hall, Room 10 or Room 3. See Testing Office under School of General Studies, page 83.
3. Students accepted with an A.A. degree from Florida community colleges and passing scores on the CLAST will be admitted to the upper level, but must satisfy the "C" grade requirements for English, mathematics, reading, and speech. Passing scores on the CLAST are a graduation requirement for all students.

4. Transfer students with 30 or more credits will be exempt from Freshman Seminar.
5. Six semester hours credit is required in Religion and/or Philosophy courses.
6. A three-hour course in African American History is required.
7. A three-hour course in Critical or College Reading is required.

A transfer student must complete at least 30 semester hours of coursework in residence to receive a degree from Bethune-Cookman College. Of this minimum amount of work, the last semester must be taken at the College. Additionally, 30 percent of the student's work in his major field must be completed at Bethune-Cookman College. The Office of the Registrar determines the amount of transfer course credits that will be accepted. Transfer grades are not included in computing a student's average at Bethune-Cookman College.

Transfer Students with Associate Degrees Other Than the Associate of Arts

An official transcript from all Associate degree recipients will be reviewed course by course to determine if courses previously earned qualify the students for full admission with upper level transfer status. The transfer students must also satisfy any other requirements unique to the selected Bethune-Cookman College academic school.

CONDITIONAL ADMISSION

Historically Bethune-Cookman College has invested in the human potential of students labeled as academic risks. Many of these students have graduated and are now productive and contributing members of their communities and vocations.

In determining the potential of a prospective student, the strength of course selection and the cumulative academic record is given primary consideration. However, the Admissions Committee shall have the authority to consider other documented indicators in applicants considered as academic risks, and admit, on a probationary basis, a percentage of these applicants who have not met the academic requirement of 2.25 cumulative grade point average. These students will be required to take prescribed courses with a predetermined number of credit hours in order for designated faculty advisors to monitor their academic performance during their probationary status.

EARLY ADMISSIONS

Students who have demonstrated exceptional academic ability may be permitted to enroll at Bethune-Cookman College after completion of their junior year in high school. Early admission applicants must have the following:

1. Test scores in the top 15th percentile statewide or nationally (SAT-1350 or above, ACT 24 or above).
2. "A"-"B" grades in high school.
3. A recommendation from the student's high school counselor.
4. An interview with college officials.
5. Letters of recommendation from parents and the student's high school principal, stating that the students will be awarded a high school diploma after satisfactorily completing the first year of college work.

APPLICANTS WITH LIMITATIONS

Upon acceptance it is the responsibility of the applicant to inform the College of any documented physical or learning disabilities, which might affect their matriculation. Official notification must be included from the high school or from a professional agency or medical facility. This documentation will be forwarded to the offices of the School of General Studies, Testing, and Student Affairs.

INTERNATIONAL STUDENTS

This school is authorized under Federal law to enroll nonimmigrant students. International students must file the Application for Admission and meet all applicable requirements for admission – freshman or transfer. The application process includes a \$25.00 nonrefundable application fee, certified or official final secondary school records and/or university transcripts. These credentials must be verified by an accredited credential agency.

In addition all freshman applicants must submit ACT or SAT I scores. If English is not the students' native language or language of instruction, TOEFL scores must also be submitted. A score of 550 paper based or 213 computer based is expected for academic success without special language assistance. Transfer applicants whose native language or language of instruction is not English must also submit TOEFL scores.

The international applicant must also submit a statement of financial resource and supporting financial documentation indicating sources of available adequate funds to attend Bethune-Cookman College. Students will receive the United States Department of Homeland Security Form (I-20) only after they have been accepted to the College and have submitted the personal financial resources form.

CONTINUING EDUCATION (ADULT LEARNER) CANDIDATES

Bethune-Cookman College welcomes applications from entering adult learners (AL), 24 years of age and older, as degree-seeking students. The adult learner must pursue the admissions process well in advance of registering for any particular course. To meet requirements for admission as a continuing education student, the candidate must have satisfactorily completed high school or have earned a score of 2250 on the GED examination. The SAT or ACT requirement is exempted if the candidate completed high school at least 10 years prior to applying for admission to Bethune-Cookman College. Candidates must present evidence of consistent employment and good citizenship in lieu of the required grade point average and/or the required six transferable credit hours from an accredited college.

Adult learners who wish to enter as transfer students must have satisfactorily completed six transferable semester hours of college level work from an accredited college with a cumulative grade point average of 2.25 on a 4.0 scale. Admissions information may be obtained from the School of Graduate and Professional Studies on the main campus or from coordinators at the sites (see page 6).

READMISSION OF FORMER STUDENTS

An Application for Re-Admission, obtainable from the Office of the Registrar, must be submitted by July 30 for the fall semester or by November 30 for the spring semester. The non-refundable application fee is \$25.00. The student will be informed in writing of the decision by the Admissions Committee. Former students whose college education has been interrupt-

ed for five or more years must complete the most recent curriculum in the major as shown in the current undergraduate catalog.

Before proceeding in the major area, students re-entering after 10 years or more will be required to demonstrate proficiency, through examination, in courses previously taken at Bethune-Cookman College.

ADMISSION OF VETERANS

Bethune-Cookman College is approved for benefits for the education of veterans, active duty service personnel, disabled veterans, and qualified dependents (widows, war orphans, etc.). Veterans who seek admission should follow the regular admissions policies and should contact the veterans affairs coordinator in the Office of the Registrar in order to be qualified for benefits under the rules and regulations of the Veterans Administration.

Veteran students whose cumulative grade point average fall below the minimum acceptable standing for two consecutive semesters will have their benefits terminated for failure to achieve satisfactory progress. Their benefits may be reinstated upon achieving the minimum acceptable cumulative grade point average.

ADVANCED PLACEMENT

Bethune-Cookman College is a participant in the Advanced Placement Program and the International Baccalaureate Diploma Program. If the student meets the criteria set forth by each academic area, then the student may receive college credit for courses covering similar material. Students must apply through the Testing Office in the School of General Studies during the first six weeks of their first semester enrolled at Bethune-Cookman College.

NONDEGREE SEEKING STUDENTS

Nondegree students may be admitted by the College Admissions Committee. Application for admission as a special student must include records of previous educational experience (high school or college transcript), a statement of studies to be pursued, and evidence of ability to pursue studies as may be prescribed by the Admissions Committee. These students are normally limited to no more than nine hours in any semester.

A regular undergraduate student enrolled at another accredited collegiate institution may be permitted to enroll at Bethune-Cookman College as a nondegree seeking student in order to complete work for transfer to the parent institution. No evaluation of previous work completed will be made, and it is the student's responsibility to secure approval from the parent institution.

Credit earned in nondegree status is not automatically applicable to a Bethune-Cookman College degree should the student later be admitted as a regular student. Admittance as a non-degree student in no way implies future admission as a regular student to Bethune-Cookman College.

COLLEGE-LEVEL EXAMINATION PROGRAM (CLEP)

CLEP examinations may be taken by students to measure their comparative competence in five general education areas. Credit may be obtained through the following criteria:

1. Not more than six semester hours of credit may be earned in any one area.

2. Not more than 30 semester hours of credit may be earned by examination.
3. Transfer credits based on CLEP scores will be accepted if the scores meet Bethune-Cookman College standards.

For more information on registration and test fees, contact the Testing Office in Faith Hall.

AUDITING COURSES

Students must register to audit a course during the time of registration and must pay the current tuition rate per semester hour. Audit courses require no examination, and no credit is given.

REGISTRATION

Registration procedures are printed on the Wildcat Web each semester, and the official registration dates are listed on the Bethune-Cookman College Academic Calendar. A fee of \$100.00 is charged for failure to register during the designated dates which precede the official registration period of each semester.

A late fee of \$100 is charged for late registration. The dates for late registration are posted on the Academic Calendar (see page 8-11). Charges will be posted by the Student Accounts Office. For just reason, and upon approval of the Office of the Registrar, these fees *may* be waived.



Peer counselors assist students in their transition to college life



Bethune-Cookman College Inspirational Gospel Choir



Bethune-Cookman College Concert Chorale

FINANCIAL INFORMATION



TUITION, DORMITORY AND BOARD CHARGES

(The 2006-07 academic year)

	Fall	Spring	Total
Tuition	\$5,896.00	\$5,896.00	\$11,792.00
Room & Board	\$3,513.00	\$3,513.00	\$ 7,026.00
TOTAL	\$9,409.00	\$9,409.00	\$18,818.00

Tuition includes a \$45.00 Technology Fee

Tuition costs for Fall 2006 and Spring 2007 are based on 12-17 credit hours of enrollment. For less than 12 hours, the tuition charge is \$487.00 per credit hour. Above 17 hours, there is an additional cost of \$487.00 per credit hour.

Tuition and fees are subject to change at any time by action of the Board of Trustees of Bethune-Cookman College. A student should obtain a current schedule of fees from the Student Accounts Office.

REFUND POLICY

Withdrawals from courses after the drop/add period may be subject to full fee refunds for the following reasons:

1. Student's involuntary call to active military duty.
2. Death of the student or member of his/her immediate family (parent, spouse, child, sibling).
3. Illness of the student of such severity or duration, as confirmed by a physician, that completion of the semester is precluded.
4. Cancellation of the course(s) by the College.
5. Exceptional circumstances, upon approval of the College president or his/her designee.

Refunds will be calculated as follows:

1. 100 percent of tuition charges if the student withdraws on or before the first day of classes.
2. Up to 90 percent of tuition charges if the student withdraws within two weeks after the first day of classes.
3. Up to 50 percent of tuition charges if the student withdraws the third or fourth week of classes.
4. Up to 25 percent of tuition charges if the student withdraws between the fourth week and the end of the eighth week of classes.

First-time students are eligible to receive a prorata refund if they withdraw on or before the 10th week of classes.

Refunds will be processed if written notice of withdrawal of enrollment from the College is received from the student and approved prior to the end of the eighth week of classes for full semesters, or a proportionately shorter period of time for the summer term(s). Such written notice by mail or in person must be received by the Student Accounts Office prior to the end of the eighth week of classes or by an announced date for the summer session. There will be no refund of institutional paid or waived charges; or late registration and late payment fees.

Refunds must be requested at the Student Accounts Office. Proper documentation must be presented when a refund is requested. A waiting period for processing may be required. Refunds will be applied against any college debts.

Once it has been determined through the College's refund policy that a student is eligible for a refund and the student is a recipient of Title IV financial aid, the refund priority policy applies in this order:

1. Federal SLS Loan
2. Unsubsidized Federal Stafford Loan
3. Subsidized Federal Stafford Loan
4. Federal PLUS Loan
5. Unsubsidized Federal Direct Stafford Loan
6. Subsidized Federal Direct Stafford Loan
7. Federal Direct PLUS Loan
8. Federal Perkins Loan
9. Federal Pell Grant
10. FSEOG
11. Other Title IV Aid Programs
12. Other Federal, State, Private, or Institutional Aid
13. The Student

When a student is required to withdraw for disciplinary action, he forfeits his legal rights and privileges as a member of the college family, as well as fees paid toward assessed charges. There will be no reimbursement of tuition, fees, charges, or any other payments made to the College in the event the operation of the College is suspended at any time as a result of any act of God, strike, riot, disruption, or for any other reason beyond the control of the College.

FINANCIAL AID INFORMATION

Financial Aid is awarded according to individual financial need and/or academic potential, in the form of loans, grants, scholarships or part-time on campus employment to be used solely for school related expenses. The College expects students and parents to assume the primary responsibility for financing college costs. Students whose family resources are insufficient to meet the cost of attending the College are encouraged to apply for aid from the College and from federal/state-supported programs administered by the Financial Aid Office.

How Soon to Apply for Financial Aid

Applications are available beginning January 1 each year, and families are encouraged to apply early for financial aid. Some programs handled by the Financial Aid Office have very early priority dates. Students applying on or before these dates are given top consideration for the program. Those who apply after these dates are late and are considered on a first-come, first-served basis if there is still money left in that particular program after early applicants have been awarded aid.

Basis on Which Aid Is Granted

Based on the information provided to the appropriate processor by the student and parents, the processor will analyze the family's financial situation and transmit that information to the Financial Aid Office, enabling it to determine the student's financial need. Financial aid depends on the amount of federal, state, and institutional funds available at Bethune-Cookman College. To be awarded financial aid, an applicant must (1) show financial need, (2) be accepted or enrolled as a full-time student in an eligible program, (3) be a U.S. citizen or permanent resident, (4) be capable of maintaining a satisfactory academic standing and normal progress toward a degree, (5) be registered with the Selective Service if required to do so, and (6) have not defaulted on any previous aid.

Evaluation and Awarding Process

Personnel of the Student Financial Aid Office will determine the student's allowable educational expenses and the expected family resources. The difference between the two is the demonstrated need. Bethune-Cookman College will try to provide financial aid for all or a portion of the demonstrated need in the form of an award package consisting of loans, grants, scholarships, and/or part-time employment. Selection of students, as well as the types of aid awarded, depends on one or a combination of the following: the demonstrated financial need, the student's class level, academic promise, available funds, and the date a student's forms are received by the awarding agencies and the Financial Aid Office.

Award Period

Awards are generally granted for an academic year of two semesters, fall and spring. The summer session comes after the regular academic year. Aid for the summer session is applied for separately by those who expect to enroll for at least six hours. Awards are made as funds permit. Students who attend the full academic year may be able to receive assistance from the Federal Direct Stafford Loan or Parent PLUS Loan for the summer session.

Awards Announcements

For students whose financial aid forms are processed before March 1, efforts will be made to notify them of their financial aid awards beginning April.

Satisfactory Performance Standards

If you receive Federal Title IV student financial assistance, you must demonstrate satisfactory academic progress. Federal Title IV funding includes: Federal Stafford/Direct Student Loans, Federal PLUS Loans (Parent's Loan), Federal Work-Study Program, Federal Perkins Loans, Federal Supplemental Educational Opportunity Grants (SEOG), Federal Pell Grants, and State Grants.

Satisfactory academic progress is defined as meeting or exceeding the minimal yearly semester hours necessary for the timely completion of the program of study which you are pursuing. The minimum number of semester hours per academic year is 21 semester hours for the Federal programs, and 24 semester hours for Florida programs—Florida Student Assistance Grant (FSAG) and Florida Resident Access Grant (FTVF/FRAG) Programs. Additionally, a minimum cumulative grade point average (GPA) of 1.85 for freshmen and 2.0 for all others must be maintained for the Federal programs. For the Florida programs, all students must maintain a 2.0 cumulative GPA.

Your academic record will be reviewed on an annual basis at the end of the academic year. If you do not achieve satisfactory academic progress, you will be notified. An information sheet outlining the satisfactory academic progress standards is available from the Financial Aid Office.

Transfer Students

Students who have previously attended other colleges and post-secondary institutions must submit financial aid transcripts from those schools to the Financial Aid Office.

Eligible NonCitizens

Eligible noncitizens or U.S. permanent residents must provide copies of their Alien Registration ID cards to the Financial Aid Office.

Withdrawals

Financial Aid is to be used first for direct educational costs—tuition and fees, and room and board if the student is in college housing. Students on financial aid who withdraw from the College and are due a refund of their fees will therefore not receive fee refunds until funds representing financial aid awards have been applied to the respective accounts. Normally the fee refunds are returned to the financial aid programs on a prorated basis and according to the components of a financial aid package.

Transferability of Financial Aid Awards

Awards such as the Federal Supplemental Grant (SEOG), Federal College Work Study (CWSP), Perkins Loan, and others cannot be transferred from one college to another. A separate application must be made to each college. Federal Pell Grant and Florida Student Assistance Grant (FSAG) awards are transferable, but the amount of the award may be different.

International Students

The federal and state financial aid programs are for United States citizens or for permanent residents of the United States. International students are not eligible for federal and state aid. They may, however, qualify for college scholarships and may participate in the College Work Aid (CWA) Program. International students are warned that in many instances these programs provide only enough financial aid to cover some of the college expenses. The burden of financial responsibility will be on the student and his family to pay the costs of attending college.

TYPES OF AID AVAILABLE**GRANTS**

The following grant programs are available only to undergraduate students—those working towards their first bachelor's degrees. These grants do not have to be paid back by the student and generally require exceptional financial need.

Federal Supplemental Educational Opportunity Grant (SEOG)

A very limited number of SEOG awards are made to those with exceptional financial need who are also Pell Grant recipients (see Federal Pell Grant Program following). A typical award ranges from \$100 up to \$1500 per academic year.

To apply for this program, a student must complete the Free Application for Federal Student Aid (FAFSA). This form can be obtained from the Financial Aid Office.

Federal Pell Grant Program

This federally sponsored program provides financial aid to those who need it to attend approved colleges. Awards range from \$200 to \$4050 per academic year depending on a family's financial situation.

To apply for this program, a student must complete the Free Application for Federal Student Aid (FAFSA) from the U.S. Department of Education. This form can be obtained from the Financial Aid Office. Since there is no priority date for this program, the form should be completed and sent to the appropriate agency as soon as possible prior to the academic year.

Florida Student Assistance Grant Program (FSAG)

Priority Date: April 15. This program is available only to full-time students with high financial need. Students and the parents of dependent students must also be Florida residents for at least one year prior to the beginning of classes. Awards range from \$200 to \$1300 per academic year.

To apply for this program, a student must complete the Free Application for Federal Student Aid (FAFSA). This form can be obtained from the Financial Aid Office. To be given top consideration, the FAFSA must be received by the processor on or before the priority date of April 15.

Florida Resident Access Grant (FRAG)

This program is available to full-time students who have been Florida residents for at least one year prior to the beginning of classes. This one-year Florida residency is also required for the parents of dependent students. Transfer students and renewals must have a 2.0 cumulative GPA on all previous college work. Awards may range up to \$2800 per academic year depending on state funding.

To apply for this program, a student must complete the Florida Resident Access Grant Application available at the Financial Aid Office. Since there is no priority date for this program, the FRAG application should be received by the Financial Aid Office as soon as possible prior to the academic year.

Florida Academic Scholars Award, Florida Merit Scholars Award, and Florida Gold Seal Vocational Scholars Award

These scholarships are part of the Florida Bright Futures Program. They reward outstanding Florida public high school graduates for their academic and vocational achievements. The awards range up to \$3200 per year if sufficient funds are available to make full awards. Contact your public high school guidance office for information on eligibility criteria or visit the Florida Bright Futures Program website at <http://www.firn.edu/doe/brfutures>.

Rosewood Family Scholarship Fund

A need-based scholarship for a maximum of 25 minority students per year to attend state universities, public community colleges, or public postsecondary vocational-technical schools

in Florida. Annual award amount is the amount of tuition and fees for up to the 30 credit hours not to exceed \$4000. If funds are insufficient to make full awards to 25 eligible applicants, awards will be prorated.

Applications are available from the Florida Department of Education, Office of Student Financial Assistance and must be postmarked by April 1. Also, Florida residents must submit the "Free Application for Federal Student Aid" (FAFSA) in time to be processed by May 15. Non-Florida residents must submit the FAFSA in time to receive the "Student Aid Report" (SAR) and submit it to the Office of Student Financial Assistance postmarked by May 15.

Florida Teacher Scholarship and Forgivable Loan Program

A scholarship and loan program available to capable and promising students and teachers to pursue careers in teaching in Florida. A \$1500 "Chappie" James Most Promising Teacher Scholarship is available for the freshman and sophomore years of undergraduate study. Two year Critical Teacher Shortage (CTS) Forgivable Loans are available to upper School undergraduate and graduate students who declare their intent to teach in CTS subject areas in Florida. Up to \$4000 per year for undergraduate study and \$8000 per year for graduate study. Loans must be repaid by teaching in a Florida public school or in cash.

Scholarship applications must be submitted to the high school principal by March 1. High school principals must submit applications for nominees to the Florida Department of Education, Office of Student Financial Assistance by April 1. Students must submit loan applications to the dean or director of the institution's School of Education by March 15. The dean or director must submit applications to the Florida Department of Education by April 1. Applications are available from high schools, the College's School of Education, and the Florida Department of Education, Office of Student Financial Assistance.

Florida Mary McLeod Bethune Scholarship Fund

This program offered by the state of Florida provides financial assistance initially to Florida high school seniors with a cumulative grade point average of 3.0 or above. An applicant must be a Florida resident and demonstrate financial need. Awards range up to \$3000 annually depending on available funds.

To apply for this program a student must complete the Free Application for Federal Student Aid (FAFSA). The form must be received by the processor no later than April 15. A student must also submit an application for this program to the Financial Aid Office, postmarked by April 30 of the senior year of high school.

Air Force ROTC and Army ROTC

ROTC academic scholarships are offered to students who meet specific requirements. These scholarships cover the cost of the College's tuition and books plus provide the student a tax free subsistence allowance per month. For more information on ROTC scholarships, refer to pages 235-242.

COLLEGE SCHOLARSHIPS & GRANTS

The Bethune-Cookman College scholarships recognize academic excellence. Their major purpose is to encourage outstanding students and assist them along the path to leadership and service to humanity.

Who Can Apply

Since most scholarship awards are merit awards, many require specific grade point averages as well as proof of financial need. When students obtain the brochure listing the scholarships, they should be able to tell which scholarship requirements they meet. Other details will be provided when they request and/or submit an application. They may be eligible for more than one scholarship, depending on their achievements and/or financial need. However, the total scholarship amount cannot exceed their financial need. In most cases, the specific requirements are set by the donors who provide the scholarship funds. Many of the scholarships are renewable over four years if students continue to maintain the required grade point average.

Categories of Scholarships

Most scholarships are awarded in one of six categories:

- Academic merit
- General scholarships
- Scholarships for specific major areas
- Scholarships for students from specific geographical areas
- Scholarships for athletics and performing arts (band, concert chorale, etc.)
- Specific employer and labor union scholarships

How to Apply

Scholarship applications and brochures can be obtained from the Financial Aid Office or the Office of Institutional Advancement. For information on performing arts scholarships—band, concert chorale, etc.—students should contact the Music Department. Those interested in athletic scholarships should contact the Athletics Department.

ACADEMIC SCHOLARSHIPS

Bethune-Cookman College recognizes outstanding achievement in prospective students by offering a range of scholarship programs to both freshmen and transfer students. For incoming students, scholarship consideration is based on credentials submitted with the student's Application for Admission. The College also encourages high performance levels in our enrolled students by recognizing and rewarding continuing academic achievement.

The current academic criteria for each award are included in the Application for Admission. The criteria may also be obtained from the Office of Admissions and the Office of the Vice President for Academic Affairs.

PRESIDENTIAL SCHOLARSHIP

The Presidential Scholarship is offered to high school graduates who will enter college for the first time. The award covers college expenses (full-time tuition, room, board, and books) not covered by federal and/or state financial aid and other noninstitutional scholarships. Upon enrollment, students must register for at least 12 semester hours (college-credit courses) and maintain a 3.50 cumulative grade point average to renew the awards. Awards may be renewed for a maximum of 10 semesters of study.

EXCELSIOR SCHOLARSHIP

The Excelsior Scholarship is offered to high school graduates who will enter college for the first time. The award **only** covers the cost of full-time tuition that is not covered by federal and/or state financial aid and other noninstitutional scholarships. The award **does not** cover room and board or books. After enrollment, students must register for at least 12 semester hours (college-credit courses) and maintain a 3.40 cumulative grade point average to renew the awards. Awards may be renewed for a maximum of 10 semesters of study.

ACADEMIC MERIT AWARD PLAN

Under this plan Bethune-Cookman College will provide scholarship aid for a) high school graduates entering college for the first time, b) transfer students with 24 college-credit hours, and 3) matriculating students who have been enrolled at Bethune-Cookman College for at least one academic year. The Academic Merit Award is granted on an annual basis, and students must reapply each year. The Academic Merit Award Plan and application forms may be obtained from the Office of the Vice President for Academic Affairs.

Academic Merit Award for New Freshmen

The Academic Merit Award is offered to high school graduates who will enter college for the first time. The award amount is determined by the student's total academic profile. Students must enroll full time and earn a 3.25 cumulative grade point average to renew the award. The Academic Merit Award is granted on an annual basis. **Students must reapply annually.**

Academic Merit Award for New Transfer Students

The Academic Merit Award is offered to students who are transferring to Bethune-Cookman College from another college or university. The applicant must have earned at least 24 college-credit hours at the previous institution. The award amount is determined by the student's total academic profile. Students must enroll full time and earn a 3.25 cumulative grade point average to renew the award. The Academic Merit Award is granted on an annual basis. **Students must reapply annually.**

Academic Merit Award for Enrolled Students

The Academic Merit Award is offered to students who have been enrolled for at least one academic year. The applicant must have earned a minimum of 3.25 cumulative grade point average and at least 24 college-credit hours. **The Financial Aid Office will determine the award amount based on the applicant's cumulative grade point average and financial need.** The Academic Merit Award is granted on an annual basis. **Students must reapply annually.**

STUDENT EMPLOYMENT PROGRAMS

Federal Work Study Program (FWS)

This program provides jobs for a very limited number of students with financial need who must earn a part of their educational expenses. The Financial Aid Office arranges jobs on campus or off campus with public or private nonprofit agencies. Students work from 10 to 15 hours per week, scheduled in a way that will not conflict with their classes. An average award

is about \$1600 per academic year. Paychecks are processed once a month for the hours actually worked.

To apply for this program, a student must complete the Free Application for Federal Student Aid (FAFSA). On the FAFSA, a student must indicate his or her interest in a "part-time job" or "work-study." This form can be obtained from the Financial Aid Office.

College Work Aid Program (CWA)

College departments may employ student workers who do not qualify for the Federal Work Study Program. To apply for this program, a student must contact the Student Financial Aid Office. The general policy is for College departments to hire student workers independently. The Student Financial Aid Office assists in processing the paper work after the student has been hired by a department.

LOAN PROGRAMS

To apply for the following programs, a student must complete the Free Application for Federal Student Aid (FAFSA). This form can be obtained from the Financial Aid Office.

Federal Direct/Stafford Loan—Subsidized

This is a low-interest loan made to students by the federal government "directly" or by a private lender (bank, credit union, etc.). Eligibility for a "subsidized" Federal Direct/Stafford Loan is based on financial need as determined by a federally mandated formula. "Subsidized" means that the federal government will pay the interest on the loan while a student is in school and during specified deferments.

Eligible freshmen may borrow up to \$2,625 per year, sophomores up to \$3,500; and juniors and seniors may borrow up to \$5,500 per year. The maximum allowable undergraduate indebtedness over five years is \$23,000.

The interest rate for Federal Direct/Stafford Loans varies annually (a new rate is effective each July 1), and the rate is based on the 90-Day U.S. Treasury Bill rate plus 3.10 percent, not to exceed 8.25 percent.

Federal Direct/Stafford Loans are disbursed in two installments: one in the fall semester and one in the spring semester, after enrollment for each semester. When the loan is disbursed, a federally required origination fee of 3 percent (which is used to offset administrative costs of the program) is deducted from the loan by the government or bank, along with a nonrefundable insurance fee of up to 1 percent of the principal amount of the loan. A loan of \$2,625 is therefore disbursed in two installments of \$1,260 each, totaling \$2,520.

Repayment begins six months after the borrower's last enrollment on at least a halftime basis.

Federal Direct/Stafford Unsubsidized Loan

The Higher Education Amendments of 1992 created a new program offering "unsubsidized" Federal Direct/Stafford Loans to students who do not qualify in whole or in part for "subsidized" Federal Direct/Stafford Loans.

A Federal Direct/Stafford Unsubsidized Loan is a low interest loan made to students by the federal government "directly" or by a private lender (bank, credit union, etc.). Under this program, the student borrower (and not the federal government) pays the interest that accrues on

the loan while the student is in school. Eligibility for a Federal Direct/Stafford Unsubsidized Loan is determined by the Financial Aid Office using a federally mandated formula.

Eligible dependent freshmen may borrow up to \$2,625 per year; sophomores up to \$3,500; juniors and seniors may borrow up to \$5,500 per year, less any amount of subsidized Direct/Stafford Loan eligibility. A student who shows need for only part of an annual subsidized Federal Direct/Stafford Loan may borrow the remainder through an unsubsidized loan. The maximum allowable loan undergraduate indebtedness over five years is \$23,000. Annual and aggregate loan limits for independent students are different.

The interest rate for Federal Direct/Stafford Unsubsidized Loans varies annually (a new rate is effective each July 1), and the rate is based on the 91-Day U.S. Treasury Bill rate plus 3.10 percent, not to exceed 8.25 percent.

Federal Direct/Stafford Unsubsidized Loans are disbursed in two installments: one in the fall semester and one in the spring semester, after enrollment for each semester. When the loan is disbursed, a federally required origination fee of 3 percent (which is used to offset administrative costs of the program) is deducted from the loan by the government or bank, along with a nonrefundable insurance fee of up to 1 percent of the principal amount of the loan. A loan of \$2,625 is therefore disbursed in two installments of \$1,260 each, totaling \$2,520.

Federal PLUS Loan or Federal Direct PLUS Loan (Parent's Loan)

The Federal PLUS Loan is a federally insured loan made by private lenders or "directly" by the federal government. Repayment of principal and interest begins 60 days after the loan proceeds have been disbursed. Eligibility for this loan is based on credit-worthiness as determined by the Lender.

The interest rate for the Federal PLUS Loan varies annually (a new rate is effective each July 1), and the rate is based on the 52-week U.S. Treasury Bill rate plus 3.10 percent not to exceed 9 percent.

Federal PLUS Loans are disbursed to the college in two installments: one in the fall semester and one in the spring semester, after enrollment for each semester. When the loan is disbursed, a federally required origination fee of 3 percent (which is used to offset administrative costs of the program) is deducted from the loan by the government or bank, along with a nonrefundable insurance fee of up to 1 percent of the principal amount of the loan.

Parents of dependent students may borrow up to the cost of education minus any financial aid. These loans, in combination with all other aid (including loans) may not exceed the educational cost. Financial need is not an eligibility factor.



Tennis, Golf, and
Baseball: Three of the
17 College-sponsored
sports
(see pages 50-51)



STUDENT LIFE AND SUPPORT SERVICES



THE OFFICE OF STUDENT AFFAIRS

The Office of Student Affairs, under the direction of the vice president for student affairs, is committed to the College's Vision and Strategic Plan. As such, the Office works diligently to provide a warm and comfortable living and learning environment for the College's students. The Office is dedicated to creating a "home away from home" while it provides oversight and supervision for students' living in the College's 10 residential halls and its 2 scholarship houses. In addition, the Office of Student Affairs supervises student organizations, activities, and social activities.

Excellence in the development of the Bethune Man and Bethune Woman is of paramount importance and is facilitated through the goals, objectives, programs, and activities of the sector's primary departments; namely, Residential Life, Student Activities, Career Services, Health Services, Community Outreach, and Campus Security. The Office of Student Affairs also works closely with the College's Food Services Department to ensure both nutritious food and quality service.

GENERAL REGULATIONS

STUDENT RESPONSIBILITY

In accepting admission to Bethune-Cookman College, the student subscribes to the standards of personal conduct which the College considers fundamental to group living. It is assumed that the student will take advantage of the opportunities offered to learn how to make wise decisions regarding conduct. Policies and practices governing students and student life are found in the student handbook, posted in the Student Centers, classrooms (Honor Code), and online.

ON-CAMPUS HOUSING

Bethune-Cookman College residential staff will make every effort to accommodate those students wishing to reside in on-campus housing. Therefore, all campus housing will be based on a first-come, first-served basis. Students may reserve a room by submitting a **nonrefundable \$200** room reservation fee to the Fiscal Affairs Office (returning students) or the Admissions Office (new students). Students will be placed on a waiting list pending cleared balances and room availability. This **nonrefundable** room reservation fee will be assessed annually.

Persons who apply after residential life spaces have been depleted will be informed that on-campus housing is not available. Students and parents will be responsible for obtaining off-campus housing and making all legal and financial arrangement with landlords or real estate agencies. The College assumes no responsibility for payment of rent or lease agreements.

OFF-CAMPUS HOUSING

Freshman students are required to live on campus except for the following:

1. married students
2. residents of Daytona Beach who live with their parents or a close relative
3. on-campus housing is unavailable.
4. if residential life spaces are unavailable.

RESIDENTIAL HALL LIFE

Resident students are under the supervision of the Director of Residential Life and the residential hall staff. Rules governing residential life are provided in the student handbook, posted in residential halls & available online.

Residential Life rooms are furnished; however, students may wish to personalize their rooms with their own curtains, rugs, bedspreads, and other similar items. Items strictly prohibited in the rooms include air conditioners, space heaters, hot plates, and other cooking appliances. In addition to these items, students should not bring refrigerators larger than 5 cubic feet, televisions larger than 20 inches, flat screen televisions, George Foreman or other grills, toaster ovens, crock pots, deep fryers, deep freezers, hot plates, and stereo systems with 50 watts or above. However, all students should bring the following items:

4 sheets	4 pillowcases
2 bedspreads	1 blanket
2 towels	2 wash cloths

Residential Hall Implementation Officers may recommend removal from campus housing any student who is destructive, noncooperative, insubordinate, disruptive, or persistent in violating residential hall policies and practices, including disrespecting the rights of others. The student will be given a minimum notice of 48 hours to move off campus. Parents will be notified as soon as possible by a telephone call or a letter, of any such decisions or actions.

JUDICIAL AFFAIRS

Bethune-Cookman College seeks to safeguard the integrity of all students. It is expected that individual students will refrain from participating in acts which are considered inappropriate. Students are subject to disciplinary action who persist in violating any of the privileges, standards, and policies of the College; who are consistently delinquent in academic responsibility; and/or who continuously neglect their financial obligations; or who embarrass the College in any manner. The College reserves the right to dismiss a student for unbecoming social behavior. The possession of firearms and the use and possession of alcoholic beverages and narcotics by Bethune-Cookman College students are strictly forbidden and are grounds for immediate dismissal.

The College reserves the right to notify civil authorities whenever a student is guilty of, or charged with, violation(s) of civil law. The College also reserves the right to dismiss said student if arrested and while charges are pending. Student may apply for readmission upon being cleared of all charges.

FRESHMEN AND TRANSFER STUDENT ORIENTATION

All freshmen and transfer students are required to participate in the orientation sessions at the start of the first semester of their enrollment. Orientation serves to assist students in adjusting to college life. During Orientation Week, freshmen and new students are made aware of the history of the institution, facilities, personnel, and services available at the College. Counseling is an essential activity during Orientation Week; peer counselors, Presidents Ambassadors, and members of the Student Government Association support Orientation Week programs and activities. Placement tests are required unless exempted because of high school grade point average, and are administered to all freshmen and transfer students at this time. Each freshman and new student are assigned an academic advisor.

RELIGIOUS EXPERIENCES

In its relationship to the Board of Higher Education and Ministry of the United Methodist Church, Bethune-Cookman College has a great and cherished religious tradition. The religious outreach of the College is ecumenical, and the Religious Life Fellowship, the Fellowship of Christian Athletes, chaired by the College Chaplain, are comprised of student, faculty, and staff members from a wide variety of religious denominations.

The Office of the College Chaplain is located on the second floor of the Mary McLeod Bethune Performing Arts Center and is open to all who have need for spiritual counseling and guidance. This office also serves as the center for religious activities, as it coordinates and promotes programs of spiritual enrichment on the campus.

Religious activities include Bible study, annual spiritual outreach celebrations, midweek prayer services, outdoor celebration services, and spiritual awareness sessions in the dormitories. The College employs a full-time ordained chaplain to administer these activities.

HEALTH SERVICES

A primary goal of the Health Services Department is to positively influence the thinking and actions of students toward more healthful living. The Health Services Department is committed to physical and mental health maintenance and disease prevention as well as managing preexisting conditions.

The College's Health Services Department is under the direction of a registered nurse who serves as its director. In addition to the director, the activity of the Health Services Department is supported by a Mental Health Professional and an additional registered nurse (on-call) and a part-time licensed practical nurse. The College contracts with a physician who devotes a minimum of 20 hours per week for student appointments. Any student who elects to seek the services of physicians other than the College's contracted physician is responsible for payment of all fees associated with that decision.

Students who need hospital services should contact Health Services during its regular 8-5 business hours. Students who elect to seek health care at local hospitals and clinics during 8-5 will not be reimbursed for those charges, unless referred by Health Services staff. For urgent care needed after hours, students should notify residential staff or campus security for appropriate action. In order for students to be reimbursed for treatment received at local hospitals and clinics after hours, they must complete the required forms provided by Health Services staff as soon as possible.

INTERCOLLEGIATE ACTIVITIES

Bethune-Cookman College considers intercollegiate athletics and its student athletes an integral part of the College. The total involvement of the coaches, faculty, staff, alumni and friends provides an opportunity to share in the life of the collegiate community.

The College and the athletics department expect all student athletes to strive toward and earn a college degree, as other members of the student body. The program is committed to high standards of academic scholarship, sportsmanship, leadership, and equal opportunities for men and women when participating in amateur athletic competition. Student athletes are recruited, coached, taught and assisted by dedicated coaches, faculty, athletic support staff, academic support staff and medical staff.

The College's intercollegiate sports program is affiliated with the following governing bodies: Mid-Eastern Athletic Conference (MEAC) and National Collegiate Athletic Association (NCAA).

All varsity programs for men and women are in NCAA Division I except football, which is in Division IAA. The College sponsors 17 sanctioned sports under NCAA and MEAC rules and regulations. Currently men's sports are football, basketball, baseball, outdoor track, indoor track, cross country, tennis and golf; women's sports are basketball, volleyball, tennis, indoor track, outdoor track, cross country, golf, bowling, and softball. The College officially observes NCAA standards for student athlete eligibility and participation in the program.

Department of Intercollegiate Athletics Mission Statement

The primary function of the Bethune-Cookman College Department of Intercollegiate Athletics is to work to fulfill the educational mission of the College. The role of the College is to prepare students in the Christian tradition for careers by developing their abilities to think clearly, make sound judgments and communicate effectively, as well as to utilize specifically developed academic skills and practices within their chosen career. The College is further committed to developing in students and employees a desire to sustain lifelong learning by gaining an appreciation of self and of others and their views, and an awareness of the ethical and aesthetic choices that life presents. The role of the Department of Athletics is to provide mechanisms by which to meet the needs of each student athlete with these educational, athletic, social and moral experiences. Policies and procedures are established that will promote gender equity and cultural diversity so that each student and employee may be afforded the best opportunities for a positive experience in an academic setting. The College and Department of Athletics are responsible for providing the best possible environment for its student athletes to compete against quality opponents within the rules of the institution, Mid-Eastern Athletic Conference and the National Collegiate Athletic Association.

Mid-Eastern Athletic Conference (MEAC) Philosophy

The members of this conference subscribe to the principle that intercollegiate athletics is a vital part of higher education, and is regarded as an integral part of the educational program, and shall be administered and conducted with the highest degree of integrity, and in a manner consistent with the institution's educational policies.

Fundamental to the successful application of intercollegiate athletics is the mission to educate student athletes. It is the mission of the MEAC to promote student athletes' academic and athletic success. Further, the members of this conference are obligated to ensure that the academic and athletic mission is achieved ethically.

It is the function of the MEAC to encourage intercollegiate athletics on an amateur basis with the highest degree of institutional control. To reinforce these principles, the MEAC believes in and subscribes to the fundamental principles governing the conduct of intercollegiate athletics as adopted by the National Collegiate Athletic Association (NCAA) with respect to the principles governing:

- Amateurism and student participation
- Institutional control and responsibility
- Sound academic standards
- Financial aid
- Recruiting

Ethical conduct
Competition in post-season and intercollegiate sponsored contests
Playing and practice seasons
Eligibility of student athletes
Personnel and squad limitations
Football television
Basketball television

STUDENT ORGANIZATIONS

Any student who seeks membership in fraternities, sororities, clubs, and other organized groups on the campus must meet the scholastic standards of the College before approval and admission into such organizations. The College encourages participation in such activities as those listed below:

1. GENERAL ORGANIZATIONS

Clubs, activities and organizations in which the membership is not restricted because of registration in a particular department are considered general organizations. Participation in these groups is voluntary. Programs may be national or local in scope.

- a. The Student Government Association at Bethune-Cookman College is the student governing body in matters pertaining to the common interests of the students.
- b. *Voice of the Wildcat* newspaper is the school's publication, which reflects the college life and activities of the students.
- c. *The B-Cean* is the College's annual yearbook to which students have an opportunity to contribute.
- d. Performing groups include the (a) marching, stage, and concert bands, (b) Concert Chorale, (c) Tra-Co-Dram, (d) Orchesis Dance Ensemble, (e) Inspirational Gospel Choir, and (f) cheerleaders.

2. MAJOR AREA CLUBS

Major area clubs are organizations designed to give students an opportunity to help interpret the broader educational implications in a given field of study and to gain professional perspectives. Some of these clubs are affiliated with national organizations.

3. RELIGIOUS ORGANIZATIONS

The Religious Life Fellowship is an organization charged with the creation and promotion of all religious activities on the campus and is drawn from both students and faculty-staff members who represent a cross section of denominations and faiths. Other religious organizations include the YMCA and the YWCA.

4. FRATERNAL ORGANIZATIONS

The fraternal organizations are international Greek letter organizations, which have established chapters on the campus of Bethune-Cookman College:

Alpha Kappa Alpha Sorority, Inc., Gamma Tau Chapter
Alpha Phi Alpha Fraternity, Inc., Delta Beta Chapter
Delta Sigma Theta Sorority, Inc., Delta Alpha Chapter
Iota Phi Theta Fraternity, Inc., Beta Chi Chapter
Kappa Alpha Psi Fraternity, Inc., Gamma Theta Chapter

Omega Psi Phi Fraternity, Inc., Omicron Epsilon Chapter
 Phi Beta Sigma Fraternity, Inc., Beta Upsilon Chapter
 Sigma Gamma Rho Sorority, Inc., Beta Eta Chapter
 Zeta Phi Beta Sorority, Inc., Mu Beta Chapter

5. HONOR SOCIETIES

Honor Societies are those whose memberships are determined on the basis of merit and scholastic achievement. The names of honor societies of the College are listed under the Honors Program in this catalog.

6. SERVICE AND SOCIAL ORGANIZATIONS

These organizations are those whose memberships are determined on the basis of service.
 Gamma Sigma Sigma National Service Sorority
 Kappa Kappa Psi National Band Fraternity
 Phi Mu Alpha Sinfonia
 Sigma Alpha Iota International Music Fraternity
 Tau Beta Sigma Band Sorority
 Gamma Beta Chi Fraternity

A grade point average of 2.5 is required to participate in service and social organizations. Honor societies have their own regulations; however, to participate in Intake to a fraternity or sorority, a student must have a cumulative grade point average of 2.8 as established under rules of the Greek Letter Advisory Council of the College. Intake and initiation may take place only at prescribed times during the school year.

Each student organization and activity must be registered in the Office of the Vice President for Student Affairs with a copy of the charter and a list of the names of the current officers on file. Permission must be obtained from the administration of the College to start a new organization on the campus. Organizations must select three members of the faculty and/or staff from which the administration of the College appoints the official sponsors. Each organization must have at least two sponsors.

To participate in extracurricular activities or performing groups representing Bethune-Cookman College, students must maintain a cumulative grade point average of 2.0 or above and a minimum course load of 12 semester hours.

CULTURAL AFFAIRS

To supplement classroom education, Bethune-Cookman College offers a well-rounded program of cultural programs including such activities as plays, lectures, and musical performances by outstanding individuals and groups. Most of these programs are free for all students upon presentation of Bethune-Cookman College identification cards; others are offered for a reasonable fee.

CAREER SERVICES

The Office of Career Services exists to educate and orient students on the career exploration process, which begins during the first year of college and continues throughout the student's entire matriculation.

Career Preparation is also essential to college alumni and other professionals as changes occur in the Career Development Process at various intervals in an individual's lifetime.

The major components/techniques of career preparation are as follows: Interviewing Skills, Resume Writing, Professional Dress/Business Etiquette, The Job Application Process, Selecting a Major, Graduate School Advisement/Information, The Internship Process, Networking, and overall Employability Skills.

Additional Career Services are: Career Counseling, Career Resource Materials, Campus Recruitment Program, Special Career Programs: Career Fair and Graduate School Fair, Career/Recruiter Classroom and General Sessions, Interviews/Employment Opportunities (Part-Time/Full-Time), Professional Development Sessions.

Students are encouraged to utilize Career Services to determine internship opportunities available throughout the country. These opportunities greatly enhance the students' marketability skills and many times result in full- and part-time positions.

CAREER RELATED WORK EXPERIENCE

The career related work experiential program applies to all work experience placements at Bethune-Cookman College, with the exception of teaching, and nursing. The program involves students, faculty and employers and is designed to coordinate classroom studies with related job experiences in business, government and other industries. The work experience placement may or may not be related to a student's major.

The goals of the career related work experience program are the following:

1. to insure that experimental activities or productive work are at the core of the college experience for all students;
2. to assist students in finding meaning in their studies;
3. to assist students in coordinating classroom study with related on-the-job experiences;
4. to assist students in developing and improving working and life skills related to employment; and
5. to enhance students' opportunities for employment.

Career Related Work Experience Opportunities:

1. **Field Experience:** A supervised learning situation that may be related to a student's major and/or vocational interest. A student may seek preferred field experience. However, it must be approved by the career counselor and department head. Field experience will be offered in all academic areas during regular semesters and summer. The final grade will be awarded by the instructor and department head based upon site visits, written reports by the students, and evaluations by the immediate supervisor. All students participating in the field experience program must have and must maintain a cumulative grade point average of 2.0 or above. All field experience courses will be numbered 290, 390 and 490. A student may or may not be paid for a field experience, depending upon the employer.
2. **Internship:** Internships are practical experiences specifically related to the student's major. Students are eligible for internships beginning in the sophomore year, although some majors establish curriculum completion, status, and classification criteria. Internships must be approved by the student's department head or academic advisor. All students applying for internships are required to maintain at least a 2.0 grade point aver-

age. Grade point requirements may sometimes vary, as many agencies determine individual prerequisites and requirements. Internships may be paid or unpaid. This is determined by the agency/industry.

THE FAMILY EDUCATION RIGHTS AND PRIVACY ACT OF 1974

- I. **Statement of Policy.** The Family Educational Rights and Privacy Act (FERPA) is a federal law that affords students at Bethune-Cookman College certain rights with respect to their education records. These rights include:
 - A. The right to inspect and review the student's education records within 45 days of the day the College receives a request for access. Students wishing to inspect their education records should submit to the Registrar, Dean of the appropriate academic division, or other appropriate official, a written request identifying the records they wish to inspect. The College official will make arrangements for access and notify the student of the time and place where the records may be inspected. If the College official to whom the request was submitted does not maintain the records, that official shall advise the student of the correct official to whom the request should be addressed. Students wishing to have copies of education records will be responsible for payment of reasonable copying charges.
 - B. The right to request the amendment of the student's education records that the student believes is inaccurate. Students may ask the College to amend a record that they believe is inaccurate. The student should provide written notice to the College official responsible for the record, clearly identify the part of the record he or she wants changed, and specify why it is inaccurate. The College will review the request and determine whether an amendment is warranted. If the College determines that amending the record is not warranted or appropriated, the College will notify the student of its decision, and will advise the student of his or her right to a hearing regarding the request for amendment.
 - C. The right to consent to disclosures of personally identifiable information contained in the student's education records, except to the extent that FERPA authorizes disclosure without consent.
 - D. The right to file a complaint with the U.S. Department of Education concerning alleged failures by the College to comply with the requirements of FERPA. The name and address of the Office that administers FERPA are:

Family Policy Compliance Office
U.S. Department of Education
400 Maryland Avenue, SW
Washington, DC 20202-4605

- II. **Release of "Directory Information".** FERPA permits the College to disclose "directory information" contained in its students' education records. "Directory information" includes, but is not limited to, the student's name, address, telephone listing, e-mail address, photograph, date and place of birth, major field of study, dates of attendance, enrollment status, participation in officially recognized activities and sports, weight and height of members of athletic teams, degrees, honors and awards, and the most recent educational institution attended.

III. Disclosure to school officials with legitimate educational interests. FERPA also permits the College to disclose personally identifiable information from a student's educational records to "school officials" with legitimate educational interests. A school official is a person employed by the College in an administrative, supervisory, academic or research, or support staff position (including law enforcement unit personnel and health staff); a person or company with whom the College has contracted (such as an attorney), auditor, or collection agent); a member of the Board of Trustees; or a student serving on an official committee, such as a disciplinary or grievance committee, or assisting another school official in performing his or her tasks. A school official has a legitimate educational interest if the official needs to review an education record in order to fulfill his or her professional responsibility.

IV. OTHER DISCLOSURES WITHOUT CONSENT. FERPA permits the College to disclose personally identifiable information from a student's educational records without the student's consent in a number of instances other than those specified in this notice. The permissible disclosures described above should not be construed as an exhaustive list.

THE CARL S. SWISHER LIBRARY/LEARNING RESOURCES CENTER

The library collection contains over 187,908 books in addition to periodicals, audio and video tapes, microforms and other materials. An online Public Access Catalog (OPAC) provides access to the library collection via the Internet. The collection is housed in open stacks except for special collections.

The library features a Local Area Network (LAN) with access to the Internet and subscribed online databases that include ProQuest, Britannica Online, First Search, ERIC, SIRS, Newsbank, InfoTrac, JStor and others.

As a member of the Florida Library Network (FLIN), Central Florida Library Consortium (CFLC), and the Southeastern Library Network (SOLINET), the Swisher Library has access to other resources and collections in Florida and around the country through inter-library loan programs.

The Carl S. Swisher Library/LRC also houses a number of conference rooms for group study; an exhibition area; a nonprint media room for class presentations; a computer center; a graphics department; and the college archives. Special collections included are the Mary McLeod Bethune, the Joseph M. Taylor, the Thelma Harris Livingston, the Florence L. Roane, the Attica Collection, and the Negro Collection of books by and about Blacks. The archival area is the repository for documentary, photographic and other materials of historic value to the College.

The Swisher Library/Learning Resources Center thus serves as a major focus for improving learning, teaching and research. It addresses academic, administrative and cultural needs of the College through the provision of resources identified above as well as through the offering of consultative services to faculty, staff, students and visitors in maximizing the use of services and facilities.

GENERAL ACADEMIC INFORMATION



President Trudie Kibbe Reed
congratulates students on the President's List,
2005 Spring and Fall semesters

The procedures, policies, and regulations stated in this section are designed to assist the Bethune-Cookman College student during matriculation.

Each student is assigned an advisor at the time of **admittance to the College according to the major, including undecided majors**. The advisor will give advice on appropriate courses and other pertinent academic information. **It is the responsibility of the student to review his or her progress each semester with the advisor and to keep informed of changes, procedures, and regulations which may affect successful pursuit of a college degree.**

ACADEMIC REGULATIONS

Before making a final choice of courses, all students should consult the assigned advisor and, in the case of doubt, the instructor in charge of a particular course. Electives should be chosen in accordance with the program of the major field and in keeping with the interests of the student.

Special attention should be given to the following regulations.

COMPULSORY CLASS ATTENDANCE: Class attendance is compulsory for freshmen, sophomores, juniors, seniors, and special students. Absences will result in lower grades earned.

UNEXCUSED ABSENCES: No student will be permitted unexcused absences.

EXCUSED ABSENCES: Excused absences include those incurred by the student's participation in college or class sponsored activities. Examples of excused absences include band, chorale, gospel choir, athletic teams, field trips, proof of illness or other documented reasons.

IMPENDING ABSENCES: Every student is responsible for informing teacher(s) of impending absence(s) from class if the student has such information.

NO EXCUSES FROM THE ACADEMIC AFFAIRS OFFICE: No excuses for absence(s) are issued from the Office of Academic Affairs.

SYLLABUS/OUTLINE: **The course syllabus/outline is an agreement between the teacher and the student.**

RIGHT TO APPEAL ACADEMIC DECISIONS: Every student has the right to appeal the academic decision of an instructor. Steps in the appeal process are outlined in "Student Grade Appeal."

FOURTEEN (14) HOUR RESTRICTION: Students entering Bethune-Cookman College as of August of 1999, and thereafter, who must enroll in **any two developmental courses are restricted to not more than 15** semester hours credit.

LIMITATION OF CREDIT ON PROBATION: Students on academic probation are limited to a maximum load of 14 hours credit per semester. (See Academic Probation and Dismissal.)

OVERLOAD REQUIREMENTS: The academic requirements for taking an overload, 19-23 semester hours, is a minimum grade point average of 3.0 during the semester/immediately preceding the one in which the student wishes to carry the overload. This permission for overload **does include summer sessions with a load of nine hours or more.**

FINAL EXAM TIME SCHEDULES FIRM: Final examinations are to be taken at the time scheduled by the Office of the Registrar. Students must be cleared by the Office of Fiscal Affairs/Student Accounts Office. Only students with balances at the time of the exams will be issued an exam permit to take their final examinations. Students with zero balances prior to the beginning of the final exam periods will not need an exam permit to take finals.

ISSUANCE OF "I" (INCOMPLETE) GRADES: Only students who have balances (unless approved by the Fiscal Affairs/Student Accounts Office) at the end of the semester, and/or students who have not completed work for the semester and there is a possibility that the students will pass, should be given "I's"/Incomplete grades. Note: Students, who are coded with balances at the end of the semester and there is no possibility that the student will pass the course, should not be given "I" grades.

REMOVAL OF "I" GRADES: Students receiving one or more "I" grades are required to report to the instructor(s) who issued the grade(s), within the first week of classes of their next semester of enrollment. Students must, thereby, initiate action to remove the "I" grade(s). The requirements to remove the "I" grade(s) must be completed within the first six weeks of that semester of reenrollment. Failure to do so will cause the I's to automatically be changed to F's.

NO GRADE CHANGE AFTER ONE YEAR: No grade change is permitted after one year.

NO GRADE CHANGE AFTER GRADUATION: After graduation, a student's academic record is closed against grade changes at any time.

TO ADD SUMMER CLASSES: Summer school students will be permitted to add classes through the fifth day of classes, with consideration also given to those who must drop/add because one or more classes have been cancelled.

TO DROP SUMMER CLASSES: Summer school students will be permitted to drop classes through the end of the first full week of the session.

LATE ATTENDANCE IN SUMMER CLASSES: Summer students who have not yet attended class by the end of the first full week of the session will be dropped from the class roll.

MAXIMUM CREDIT IN SUMMER SESSION: Summer students may register for no more than a maximum of 12 semester hours credit, without special permission of the Vice President for Academic Affairs.

MAXIMUM CREDIT IN WEEKEND CLASSES IN SUMMER SESSION: The maximum number of semester hours credit permissible for students solely in Weekend Classes during Summer Session is six (6), without special permission of the Vice President for Academic Affairs.

OVER THIRTY (30) YEARS OF AGE: Students over 30 years of age at the beginning of matriculation at the College may be exempt from physical education activity courses upon approval of his/her department head.

TRANSFER GRADES NOT COMPUTED IN "GPA": Student grades from other institutions acceptable to Bethune-Cookman College will, nevertheless, not be computed in that student's cumulative grade point average.

COMMUNITY COLLEGE GRADES DO NOT QUALIFY AS UPPER SCHOOL: No courses completed at a community or junior college will be accepted by Bethune-

Cookman College as upper School (300-400) credit. This restriction, however, does not preclude consideration of courses offered by a university or four-year institution given on a community or junior college campus.

RESTRICTION ON PREVIOUSLY EARNED CREDITS: For persons enrolling in the College after an extended period of time, there is generally a 10-year restriction on accepting previously earned credits unless they are part of a degree earned from a regionally accredited institution. Courses/credits earned at Bethune-Cookman College and from other colleges may be evaluated by departments concerned on a course-by-course basis for possible exceptions. The School of Nursing, however, will not accept courses over five (5) years old.

EXCEPTION TO THE 10-YEAR RESTRICTION POLICY: Academic credit will be granted for credits earned at a regionally accredited college or university for courses in which the student earned a grade of "C" or better for students admitted to the School of Graduate and Professional Studies. The 10-year restriction policy will not apply to undergraduate students on the main campus or to professional studies students transferring to the main campus (Adopted by the College Administration, June 2006).

INDIVIDUAL "D" GRADES NOT ACCEPTED FOR TRANSFER: This institution does not accept transfer of individual "D" grades, but does accept them if they are a part of a previously earned Associate of Arts or Bachelor's degree from another regionally accredited college or university.

DEVELOPMENTAL COURSES NOT TRANSFERABLE: Although Bethune-Cookman College accepts courses transferred from other institutions that lead to a college degree at this institution, it does not accept developmental/remedial courses from another institution.

THE UNDERGRADUATE CATALOG REQUIRED: Students are required to complete their graduation requirements under the undergraduate catalog in which they first entered, unless he/she leaves the college for five years or more. When a student returns to the college after five years, he/she must follow the current undergraduate catalog. See RESTRICTION ON PREVIOUS GRADES (above).

CONFERENCES WITH ADVISOR: The student is expected to arrange necessary conference (s) with the academic advisor according to the advisor's posted schedule. Mandatory conference(s) required before registering for each semester and applying for graduation.

REPEAT ARTICULATION: A student may repeat a course in which the student receives a D or F grade, and only the hours earned from the higher grade are computed in the grade point average (GPA). If a student makes the same grade in the repeated course in this situation, only one grade is calculated in the GPA.

GRADES ON PERMANENT RECORD: All grades, courses, and hours attempted and earned remain a part of the student's permanent record. (Also see academic regulation on GRADE FORGIVENESS.)

GRADE FORGIVENESS: When students change their major from one academic school to another, a maximum of eight failed course hours (or two courses of D or F grades) in one former major may be forgiven; i.e., not calculated in the cumulative grade point average. It is the responsibility of the student to initiate the process of the "forgiveness policy" through the Office of the Registrar after having officially changed the major and spent at least one grading period in the new major (taking at least **and successfully passing** one course required for that new major).

NONFORGIVENESS OF GRADES: Grades will not be forgiven for a student who registered for 12 semester hours or more for the sole purpose of receiving financial aid.

REQUIRED REPEAT: A student is required to repeat a course and earn, at least, a grade of "C" in the major field and in EN 131, EN 132, MA 131, MA 132, MA 135, MA 136, RE 260, SC 230 or equivalent when the grade of D or F is earned.

CONTINUOUS ENROLLMENT IN CERTAIN GENERAL STUDIES COURSES: Students must be continuously enrolled in general studies mathematics, English, reading, and freshman seminar courses each semester until satisfactory completion.

BEFORE SENIOR SEMINAR: Before students may enter senior seminar classes, they must first pass EN 131 & EN 132, the English subtest and the Essay subtest of the College-Level Academic Skills Test (CLAST) and one other subtest (A total of three subtests).

"CLAST" REQUIRED: All students must satisfy the Bethune-Cookman College requirement for passing CLAST — before graduation. The requirement may be satisfied by either passing the four subtests of the CLAST or by meeting the CLAST exemption requirements. Students transferring with a A.A. Degree from a Florida community college or equivalent credit hours from a Florida public university may use one (1) exemption granted by that college and MUST pass the other remaining subtests. Only one exemption of either subtest of the CLAST is permitted. This exemption must be approved by Bethune-Cookman, not another institution. **THE CLAST EXEMPTION POLICY, APPLICATION FOR EXEMPTION, AND APPLICATION FOR A WAIVER CAN BE OBTAINED IN THE TESTING OFFICE (FAITH HALL, #10).**

Upon completion of 18 college credits to include reading, math and English, students are required to take the CLAST, and any sections that are not passed should be attempted every semester thereafter. If a student is eligible for an exemption, he or she must submit an application to the Testing Office in Faith Hall. Academic Advisors will track their advisees' progress and enforce this requirement.

GRADUATION REQUIREMENTS: Only students who have completed all academic requirements for graduation, including CLAST, are allowed to participate in commencement exercises. Additionally, all official transcripts, which include transfer credits to be used to satisfy graduation requirements must be received in the Office of the Registrar BEFORE a student is allowed to participate in commencement exercises.

RELEASE OF DIPLOMAS: No student will receive a diploma until all grades (including transfer grades) and test scores have been posted to transcript and all final obligations have been cleared.

LAST THIRTY (30) HOURS: In order to graduate, the last 30 semester hours, of major area courses, must be completed in courses conducted by Bethune-Cookman College.

SENIOR STUDENTS: Senior students (those having 93 or more hours completed) may take up to 23 hours each semester during their senior year. Tuition charges will be assessed according to current policies of the Fiscal Affairs Office.

TO WITHDRAW FROM BETHUNE-COOKMAN COLLEGE: A student may withdraw from Bethune-Cookman College and receive the transcript notation "W" by completing a Withdrawal Form available in the guidance department in the Office of Career Services—not later than 10 school days before the final examination period during the fall and spring

semesters **and five school days before final examination period during the summer term.** Failure to withdraw properly will result in F grades for each course that semester or summer.

STUDENT RECORDS AND INFORMATION

The Buckley Amendment to the General Education Provisions Act stipulates that students may have access to their official files and that no transcripts may be issued without written requests. The Family Education Rights and Privacy Act of 1974 gives the College the right to make public, at its discretion and without prior authorization from the student, the following information: name; class; home or college address and telephone number; major field; date and place of birth; dates of attendance at Bethune-Cookman College; degrees, honors and awards received; and previous school most recently attended. The law also gives students the right to place limitations on the release of any of this information. A student who wishes to do so must file a special form with the Office of the Registrar each year by September 15. In practice, the College does not indiscriminately release information about individual students.

Official transcripts of student academic records, for transfer to another institution or any other purpose, may be obtained from the Office of the Registrar upon written authorization by the student. Transcripts are official only if the embossed seal of the College appears. Copies are available only to the student personally. As a safeguard against improper disclosure of academic information, no transcript request will be accepted by telephone. Two complimentary official copies of a transcript are issued at the time of graduation.

A charge of \$5.00 is made for all subsequent official copies and \$3.00 for unofficial copies. **Outstanding balances: Requests for transcripts will not be granted if the student has a balance. However if the student is enrolled during the time of the request, an unofficial copy can be released upon request and payment of same.** A transcript of a student's record received from another university or college becomes a permanent part of the student's file and is not forwarded to another institution. The student must request a transcript from the original institution.

COURSE INFORMATION

Unit of Credit: Bethune-Cookman College awards semester hour credits. One semester hour credit is normally given for a class that meets 60 minutes per week in lecture or recitation, or at least 120 minutes per week in laboratory practice, for approximately 16 weeks. Semester hour credits are also awarded for shorter than 16-week sessions, when longer class periods are used to permit the necessary total time required in lecture, recitation or laboratory.

Students will receive credit only for those courses for which they are officially registered in the computer, for which they pay the necessary tuition at the time of registration; and for which they earn satisfactory grades.

Bethune-Cookman College Grading System:

<u>Grade</u>	<u>Interpretation</u>	<u>Point Value</u>
A	Excellent	4
B	Good	3
C	Average	2
D	Passing	1
F	Failure	0

W	Official withdrawal from the college, no penalty	0
DR	Dropped course, no credit given	0
S	Passing grade in pre-college or developmental courses	0
NR	Failing grade in pre-college or developmental courses Used in the same manner as an "F" for repeating courses	0
AU	Audit, no credit	0
NG	No grade assigned	0
I	Incomplete becomes "F" if requirements not satisfied by date stated on the College calendar	
R	Repeat articulation agreement	
FG	Forgiven grade of D or F; (See Grade Forgiveness)	

Required Standardized Grading Scale:

<u>Percent</u>	<u>Grade</u>
90 - 100	A
80 - 89	B
70 - 79	C
60 - 69	D
0 - 59	F

PreCollege Courses: Grades in developmental or precollege courses are S (Satisfactory), NR (Needs to Repeat), or F (Failure). The grade of F indicates that the student had excessive absences and the F will be calculated in the cumulative grade point average until the course is repeated and a better grade earned.

Full-Time Course Load: For a student to be considered full-time, he or she must be registered for not less than 12 semester hours credit.

Grade Point Average Calculation Example:

If a student received "A" in three three-hour courses, "B" in two three-hour courses, and "C" in one one-hour course, the GPA would be computed by the following method:

	<u>Credit hours for Course</u>	<u>Quality Points per hour (A = 4, B = 3, C = 2, D = 1)</u>	<u>Quality points per course</u>
Course I	3	4 ("A" grade) =	12
Course II	3	4 ("A" grade) =	12
Course III	3	4 ("A" grade) =	12
Course IV	3	3 ("B" grade) =	9
Course V	3	3 ("B" grade) =	9
Course VI	1	2 ("C" grade) =	2
16 total			56 total quality points

The total quality points (56) divided by the total hours attempted (16) yields the grade point average (3.50) ($56 \div 16 = 3.50$).

Course Number System:

101-199 freshman courses

200-299 sophomore courses

300-399 junior courses

400-499 senior courses

"(H)" when printed by course description indicates "Honors" courses.

STUDENT GRADE APPEAL

A student has the right to appeal decisions regarding the final grade(s) in a specific course. Before initiating a petition for appeal, the student should attempt to resolve the problem directly with the professor and/or area coordinator/department head.

Steps in the grade appeal process are as follows:

1. The student submits a written statement to the professor's school dean **within six weeks** setting forth the complaint, efforts to resolve it, and supporting evidence or justification for the complaint. The dean, on receipt of this petition, should provide a copy of the complaint to the professor or person concerned.
2. The dean will appoint a committee* to review the written statement from the student, secure additional information that the student may have, and to hear and examine evidence and information that the professor of the person concerned may have in support of his decision. Both the student and the professor shall each receive reasonable notice of the hearing before the faculty committee and be permitted to be present at the hearing. In addition, the parties shall have the right to present evidence and to examine any witnesses who should testify. The committee then makes a recommendation to the dean, along with all of the supporting data, and the dean renders a decision in the case, which is immediately communicated in writing to the student, the person(s) concerned, and the committee.
3. If the student or the person(s) concerned is dissatisfied with the decision of the professor's school dean, the student may appeal to the vice president for academic affairs. If this is done, the vice president for academic affairs will review all of the information and, if the vice president wishes, refer it to a committee** to investigate the situation further and recommend action, and then render a decision in the case which is to be communicated to the student, the person(s) concerned, the dean, and the members of the committee participating in the case.

*This committee may have representation from other academic schools as well as other professionals who have expertise in the particular discipline under discussion.

**Composed of four faculty representatives and senior student(s).

THE GRADE APPEAL MUST BE INITIATED WITHIN SIX (6) WEEKS OF THE DATE CLASSES END.

THE GORDON RULE

The Gordon Rule (State Rule 6A-10.30) applies to students who first enrolled in any college or university after October 1982. The rule requires students to complete 24,000 words of composition in four courses (12 semester hours) and to complete two courses (6 semester hours) of mathematics at the level of college algebra or higher. Each course must be completed with a grade of "C" or better. CLEP and other forms of credit by examination may not be used to satisfy the composition portion of the Gordon Rule Requirement.

Some B-CC courses, which are required by the General Education Program, may also be used to satisfy the Gordon Rule. The General Education Program courses may satisfy Gordon Rule requirements as follows:

Gordon Rule Requirement:

1. Six (6) hours of math at the level of college algebra or higher.

Any 300 level or above course in math, statistics or computer science may also be used toward fulfillment of the math portion of the Gordon Rule Requirement.

2. Twelve (12) hours of course work in which the student must complete 24,000 words of composition.

All literature and composition courses taught by the Department of English fulfill 6,000 words of the composition portion of the Gordon Rule Requirement. Additional specific upper level courses may also be used to meet the Gordon Rule composition requirements.

GEP Courses Which Satisfy:

- (1) College Algebra 131, College Mathematics 132 or equivalents
- (2) statistics or computer science

- (1) Six (6) hours of College English 131-132
- (2) Six (6) hour sequence of History

ACADEMIC TERMS

Fall Semester (14-15 weeks) August - December
Spring Semester (14-15 weeks) January - April
Summer Session (7 weeks) May and June

ACADEMIC HONESTY

A student is required to maintain an honor code. Charges of cheating on tests or examinations, plagiarism in the production of written papers, other products or processes subjects the student to disciplinary action by the faculty and administration.

As members of an academic community, which places a high value on truth and the pursuit of knowledge, students are expected to be honest in every phase of their academic life and to present as their own work only that which is genuinely theirs. Students have the responsibility to maintain the highest standards of academic integrity and to refrain from cheating, plagiarism or any other form of academic dishonesty.

Students who are academically dishonest undermine the integrity of the College. If students receive recognition through academic dishonesty, the value of the degrees is diminished, and the reputations of the College and its graduates are jeopardized. Thus, academic dishonesty not only hurts the College, it is unfair to other students.

This information is intended to help students understand academic honesty and protect themselves from academic dishonesty. Consequently, students must maintain close communication with their instructors in order to clarify codes and conditions.

A complete definition of academic dishonesty and disciplinary procedures, followed when necessary, are found in the College's student handbook.

CREDIT BY EXAMINATION

Matriculating students (enrolled students pursuing a degree in a specific major at Bethune-Cookman College) desiring credit for a course through examination must contact the department head of the area which offers the course. **ALL COURSES ARE NOT AVAILABLE FOR CREDIT BY EXAMINATION.**

Credit may be earned for no more than two courses through CREDIT BY EXAMINATION.

If the course in question is available for credit by examination, as approved by the department head:

1. The student makes arrangements to take the examination (date, time, place, who will be administering the exam) with the department head.
2. Student picks up Credit by Examination Form from the Office of the Registrar.
3. Student goes to Student Accounts Office to pay for the examination, which will be the cost of number of hours that the course carries.
4. Student takes the form and the receipt or statement, showing that the cost of the examination credit hours has been paid, to the department head or instructor administering the examination either on the exam date or before. **NO EXAM IS TO BE ADMINISTERED WITHOUT PROOF OF PAYMENT.**
5. Student takes examination and leaves all paperwork with instructor. **IF THE EXAMINATION IS FAILED, STUDENT LOSES MONEY.** Credit by Exam determines only credit hours. The grade is not calculated in the student's grade point average.

INDEPENDENT STUDY

Independent study may be taken only by matriculating students who are in acceptable standing.

Independent study must be approved by the instructor, the department head, the school dean, and the vice president for academic affairs.

Independent study may be taken only during the student's final two semesters and only if there is an absolute need for the course in order to satisfy major area requirements for graduation. Independent study may take place only when other alternatives have been exhausted.

Independent study may be administered only by full-time faculty.

Independent study courses are limited to one (1) in a student's major program of study.

A student will pay the normal course fee for an independent study course.

Independent study will not be granted if the course is being taught during the same semester at any Bethune-Cookman College location within a 60 mile radius of where the student normally attends class.

Under no circumstances will independent study be approved after two weeks of the start of a semester or after the first week of a summer session.

Independent study must be for a course listed in the undergraduate catalog.

This independent study policy applies also to special students (nondegree seeking) who enroll in certificate/special programs.

ADD-DROP POLICY

Add: A course may be added only during the official "Change of Program" period from the first day of classes to the last day of the add period as defined in the College calendar and/or registration instructions. Approval of the student's academic advisor is necessary before any course change.

Drop: A course may be dropped from the first day of classes to the last day of the drop period as defined in the College calendar or registration instructions. Approval by the student's academic advisor is necessary. The teacher has the option to drop a student from the class roster up to mid-term (except for general education mathematics, English, reading and freshman seminar) for reasons of unexcused absences. The drop policy, therefore, does not apply to general education courses in mathematics, English, reading, and freshman seminar.

WITHDRAWAL

"W" (withdrawal) is given only when a student has withdrawn from the College by filing the proper forms which may be obtained from the guidance department in Career Services and turned in to Office of the Registrar upon obtaining proper signatures. Site coordinators are responsible for students withdrawing at sites, through the Office of the Registrar. If a student is compelled to withdraw from college because of illness or other conditions beyond control, a grade of "W" will be given. Proper procedure must be followed by the student or proxy for withdrawal. Failure to withdraw properly will result in the grade of "F".

ACADEMIC HONORS

1. Students are eligible for academic honors at the end of each semester if they have earned the following averages while carrying at least 12 semester hours for that semester: President's List, grade point average of 3.75 or above; Dean's List, grade point average of 3.50 through 3.74; Honor Roll, grade point average of 3.25 through 3.49; and Honorable Mention, grade point average of 3.0 through 3.24.
2. Students are eligible for the following honors at graduation for excellence in scholarship on the basis of the minimum designated cumulative grade point average (CGPA): cum laude, 3.25; magna cum laude, 3.5; summa cum laude, 3.75. Students receiving these honors must have completed at least two years (60 semester hours) of residence work at Bethune-Cookman College.
3. Upon the recommendation of the director of the Honors Program, "Honors Program Graduate" will be designated on the diploma of any honors student who has completed 21 credit hours of honors courses in the Honors Program, and who has maintained a CGPA of 3.3.

ACADEMIC PROBATION AND DISMISSAL

The following table indicates the classification of students according to the number of college semester hours, class, minimum acceptable standing, probation, and automatic dismissal.

<i>College Sem. Hrs.</i>	<i>Class</i>	<i>Minimum Acceptable Standing</i>	<i>Probation</i>	<i>Automatic Dismissal</i>
0 - 27	Freshman	1.85	Below 1.85	Below 1.25
28 - 57	Sophomore	2.00	Below 2.00	Below 1.75
58 - 91	Junior	2.00	Below 2.00	Below 1.80
92 - and up	Senior	2.00	Below 2.00	Below 1.90

- I. **Freshman Forgiveness Policy:** A first semester, first-time Bethune-Cookman College freshman will not be dismissed for **academic reasons** unless the freshman's CGPA is below 0.50 or less than four hours were earned in the semester. This policy does not apply to transfer students. Developmental courses are considered as credit courses for purposes of this policy only; i.e., satisfactory completion of a three hour developmental course (such as EN 112) will be considered as passing three hours.
- II. **SATISFACTORY ACADEMIC PROGRESS:** A student who fails to accumulate 15 college-credit hours AND at least 1.85 CGPA after being enrolled for three semesters will be dismissed for one academic year. A summer session may be included in the three semesters. During the year of dismissal, the student should attend a community college in order to improve basic skills in deficient areas. A transcript of such work must be presented to the Academic Appeals Committee upon application for readmission to Bethune-Cookman College.
- III. Academic probation and dismissal will be indicated on the student transcript. A student may matriculate on probation for two consecutive semesters only before being dismissed. A student will be dismissed permanently on the third academic dismissal.

Students who are **academically dismissed**, but desire to raise their cumulative grade point average to acceptable standing through summer study, must enroll in the summer session at Bethune-Cookman College.

Students **who attend summer session** at Bethune-Cookman College but whose summer session grades do not raise the cumulative grade point average to continuing status will remain on academic dismissal.

- IV. In order to reenter the College, following at least one semester of academic dismissal, a student must complete a readmission application which may be obtained from the Office of the Registrar.

DISMISSED STUDENTS MAY APPEAL FOR READMISSION

Appeal Process

A dismissed student may appeal in writing to the Academic Appeals for continuation. Should the committee recommend, the vice president for academic affairs (VPAA) may permit the student to continue for one additional semester. All appeal letters should be sent to the VPAA by the first day of the registration period. If readmitted, the student resumes the exit CGPA subprobationary status with a maximum load of 13 semester hours. Failure to achieve the CGPA required during the semester of readmission will result in dismissal from the College, except in cases where the student achieved at least 3.0 average during that semester.

Should the committee fail to recommend continuation or the VPAA does not grant continuation, the student will be dismissed and will remain on academic dismissal for at least one semester.

GRADUATION REQUIREMENTS

Before a student is graduated by Bethune-Cookman College the following are required:

- A. Complete satisfactorily a major in a field of study with a minimum of 124 semester hours of work and twice as many grade points as hours earned (a cumulative grade point average at Bethune-Cookman College of not less than "C" or 2.0).
- B. Satisfy College-Level Academic Skills Test (CLAST) requirements.
- C. Pass at specified level, a senior exit examination that may include a standardized examination and/or a major area comprehensive examination.
- D. Complete a senior seminar and senior research paper.
- E. File an Application for Degree with the Office of the Registrar at least 60 days prior to the date expected to receive the degree.
- F. Demonstrate to the satisfaction of the College sound ethical character and high standards of conduct consistent with the policies of the College.
- G. Assume full responsibility for completing all requirements for the degree sought and satisfy fully any financial obligation to the College.
- H. Remove any incomplete grade in time for evaluation by the instructor and subsequent submission of grade to the Office of the Registrar.
- I. Have on file in the Office of the Registrar all official transcripts from other colleges where courses were taken and credits earned that will be counted towards degree requirements.
- J. Spend at least one full year of residence in study at Bethune-Cookman College. The last semester of study must be pursued in residence at the College.
- K. Report for exit interview in the Financial Aid Office. (This procedure applies only to those students who have received assistance from federal student loans during their tenure at Bethune-Cookman College.)
- L. File resume/personal data sheet and references with the Career Services Office, 1st Floor, Parlin Center.
- M. Return all books and pay all library fines or satisfy other obligations to the Carl S. Swisher Library.

CIVIC PARTICIPATION AND SOCIAL RESPONSIBILITY

Bethune-Cookman College's commitment to Civic Participation and Social Responsibility is reflected in the College's official motto, "Enter to Learn . . . Depart to Serve." Indeed, the spirit of service and outreach has been one of the institution's guiding principles since its founding in 1904. The College has a long history of service to the surrounding community as evidenced in such programs as its National Youth Sports Program which is almost 30 years old. Through this program, community youth between 10 and 16 years of age are given opportunities to participate in sports programs, health services, educational opportunities, and cultural

experiences. The College's Talent Search Program is more than 30 years old and offers community youth information, educational guidance, counseling, and campus tours designed to encourage low-income and first generation middle and high school students to go on to college.

The College's **International Institute for Civic Participation and Social Responsibility** was first introduced to the College family and the community at large as a central component of President Trudie Kibbe Reed's new administration and long-term vision for the College Family. The presence of the International Institute for Civic Participation and Social Responsibility demonstrates the College's commitment to continuing Dr. Bethune's legacy of service to the surrounding community, the city of Daytona Beach, the state of Florida, and the nation. The College is committed to making its resources, including its faculty, staff, students and, whenever possible, its facilities available to the children as well as the men and women of Daytona Beach through an ever-increasing variety of partnerships and collaborations. Several major components are associated with the work of the Institute, including the annual Civic Participation and Social Responsibility Legacy Forum, Campus Living/Learning Centers, Community Outreach Centers, Family Life Literacy Centers, MMB National Institute, Student Internship/Volunteerism, Student Exchange Programs in Foreign Countries, Service Learning Spiritual and Leadership Development Initiatives, an annual International Symposium, and a National Speakers Bureau/Lecture Series. Students as well as faculty and staff are intimately involved in all of the Institute's components.

The College is also proud to be one of the original 10 **Project Pericles** institutions in the country. Today, there are 20 Periclean colleges and universities and Bethune-Cookman College is one of only three historically black colleges and universities (HBCU) among the country's Periclean colleges and universities. The other two are Dillard University and Spelman College. As a Project Pericles institution of higher learning, the Board of Trustees for the College has made a commitment to Project Pericles, Inc., the parent organization that was founded by its President and CEO, philanthropist, Mr. Eugene Lang. Our commitment is that educating the College's undergraduate student body for active citizenship will forever be an important part of the College's mission. Through Project Pericles activities and programming, students are exposed to film series, debates, guest lecturers, petition drives, city commission meetings, political task force issues and initiatives, and a wealth of other citizen-engagement opportunities. Through both the Institute and Project Pericles, students are reminded of their responsibility as citizens of a democracy and that as "Mary's children" they are expected to become knowledgeable about issues as well as actively involved as leaders and even change agents for those among our citizenry least able to do so.

Bethune-Cookman students are also participants in the **HBCU Mentoring Initiative**. Through this civic participation and social responsibility program, 60 Bethune-Cookman students serve as mentors for K-12 students in Volusia County as well as offer mentoring support to fellow freshmen and sophomore students. These students earn a living allowance and, after completing 450 mentoring hours, an educational award. The educational award can be applied to outstanding balances, summer school, or graduate study.

Students are especially proud of the volunteer time they spend with the **TKR Community Reading Program** because of its impact on the youngest members of the community. TKR children range from five to 10 years old. Scheduled for three hours on the second and fourth Saturdays of each month, each child has several Bethune-Cookman College students working with him/her on reading and comprehension skills, and presentation skills as well as critical thinking and vocabulary development. As the program's founder, President Reed has made a commitment to provide support to the college education of these young children. In 2005 the

College's Board of Trustees voted to set aside interest from an almost 1 million dollar Vision Validators Program. As volunteers, Bethune-Cookman College students provide invaluable support as mentors, tutors, support staff.

The **Charles Cherry Community Holiday Festival** is possible only because of Bethune-Cookman's student volunteers who arrive early to set up for the festival and remain after all others have departed to take down the game stations, clean the grounds, load tables, chairs, and other tasks associated with running a successful festival. The festival is a partnership between the Daytona Beach Department of Leisure Services and the Daytona Times Newspaper. The festival is named posthumously after Mr. Charles Cherry, owner and publisher of the Daytona Times Newspaper, five-term city commissioner, and civil rights activist. Members of the Fighting Wildcats are a highlight of the festival and spend hours signing autographs for children and adults alike. Both the College's Concert Chorale and Marching Band perform regularly at this annual partnership event. The Charles Cherry Community Holiday Festival is a major civic participation and social responsibility event.

The College's commitment to Civic Participation and Social Responsibility comes alive in its **Monthly Community Meetings**. These important meetings are held both on and off campus and are facilitated by the President. Each sector of the College plays a vital role in the overall success of the Monthly Community Meeting as issues are brought to the floor for discussion, debate, and consensus building through open dialogue and critical thinking. The Community Meetings offer an excellent opportunity for students to present themselves as team/audience participants as well as facilitators for break-out sessions. Additional community service hours are accumulated by students through participating in follow-up activities such as conducting surveys, preparing neighborhood business directories, and conducting interviews.

The Daytona Beach community benefits daily from the presence of Bethune-Cookman College students who volunteer their time and skills at elementary, middle, and high schools throughout the city. In addition, city agencies and organizations welcome our students as they contribute volunteer hours throughout each academic year worth millions of dollars. Students are required to begin earning community service/outreach hours during the second semester of their freshman year. A minimum of 15 service hours must be completed at that time. Programs such as *Word Wizards*, which involves students enrolled in Reading 260 classes, have proven invaluable to Turie T. Small Elementary School's movement from a state-rated F school to a state rated A school. Other Bethune-Cookman students tutor and mentor children at Bonner Elementary School, Westside Elementary School, David Hinson Elementary School, Campbell Middle School, Mainland High School, the Police Athletic League, the Mary McLeod Bethune Community Center's After School Programs, Daytona Beach Community College's College Reach-out Program (CROP), Boys and Girls Clubs of America as well as after school and summer programs at the Richard V. Moore and John H. Dickerson Community Centers. *Students in Free Enterprise* (SIFE), a student organization of marketing majors, sponsor an annual Holiday Shop for the community's children in November. As a completely free service, accounting majors prepare individual federal income tax returns for community residents and fellow college students as a part of their Volunteer Income Tax Assistance (VITA) program. Nursing students routinely sponsor blood drives, breast and prostate cancer screenings, and conduct community health fairs.

The College's commitment to Civic Participation and Social Responsibility is not confined to the efforts and activities of its students. Faculty members, staff, and administrators are committed to the axiom that, "service is the price you pay for the space you take."

Subsequently, Bethune-Cookman College administrators, faculty, and staff volunteer their time to serve on the boards of various community agencies and institutions. They provide grant writing assistance to nonprofits and serve as leaders of such bodies as the “*Friends*” an organization that supports area public libraries.

RESEARCH

Bethune-Cookman College has built a reputation as a viable center for research, as a supplement to teaching, particularly in the areas of the natural and social sciences. External funds, derived from contracts and grants from private foundations, as well as local, state, and federal agencies, are used to support the research, to provide stipends and research opportunities for students and faculty members, and to improve research facilities.

In addition, the College funds research grants through the Bethune-Cookman College Research Foundation. The Research Grant Program serves to stimulate initial research prior to submission to external sources. Some of the significant research efforts involve the community outreach programs, teaching and learning strategies, drug use prevention among youth, instructional materials development in the basic skills and other areas, political activities, and sociological phenomena.

A National Science Foundation supported Undergraduate Program supports faculty initiated pilot research projects in sciences, technology, engineering and mathematics (STEM) disciplines. Undergraduate students in the STEM disciplines at the College receive research training and financial support through these research activities.

Modern Language Research is done in International Studies Abroad; in International Business Languages and Cultures; in Foreign Language proficiency; and Foreign Language for functional uses in various career programs, such as Medical Personnel, Social Services, Business and Finance, as well as for Law Enforcement and teachers in multicultural classrooms.

Each academic school requires senior students to write senior theses/research papers. A faculty committee selects the best senior thesis paper from each school for publication in the annual Undergraduate Research Journal. The journal not only showcases the research papers of our graduating seniors but also provides models of excellence to our rising seniors.

A number of faculty and staff members have distinguished themselves and are renowned in their fields. As a consequence, faculty members are (a) listed in some of the most prestigious publications (including but not limited to *Who's Who in American Education*, and *Who's Who in America*) and (b) recipients of numerous awards and citations, such as keys to cities, and memberships in learned and honorary societies such as Beta Kappa Psi, American Chemical Society, Pi Lambda Theta, Phi Kappa Phi, and Phi Beta Kappa. Faculty members present papers and research findings at state and national meetings.

The College Policy on Academic/Research Honesty

The College takes an uncompromising position against plagiarism, the willful distortion of data and research findings, the deliberate misrepresentation of data and research findings, and the deliberate omission and falsification of data and research findings. The integrity of the institution must be protected at all costs and failure to adhere to the policy unnecessarily jeopardizes the academic and fiscal health of the College. This policy pertains to proposals submitted for external funding; papers presented as public presentations, written publications, both oral and written speeches, and the like.

ACADEMIC SCHOOLS AND PROGRAMS



Mission accomplished: Graduation Day

Information regarding the School of General Studies and the six degree-granting schools, along with course descriptions, will be found in the following pages. More information may be obtained from the school deans and department heads at registration and during the academic year. The College reserves the right to withdraw or modify any course or to change the instructors as may be necessary.

Classroom assignments are indicated on the semester schedules, which are distributed during registration.

DEGREES

The College confers the bachelor's degree in the following major fields:

Bachelor of Arts Degree	<u>CIP*Codes</u>
English	23.0101
English Education	13.1305
History	54.0101
International Studies (concentrations in International Affairs, International Studies/Business)	45.0901
Mass Communications (with concentrations in Journalism, Broadcast Production/Technology, Media Management)	09.0499
Music (with concentrations in Performance, Music Technology)	50.0903
Music Education	13.1312
Political Science	45.1001
Religion and Philosophy (with concentrations in Christian Studies, Philosophy)	38.9999
Social Science Education	13.1318
Sociology	45.1101
Speech Communication & Theatre Arts (with concentrations in General Speech Communication, Speech Communication Interdisciplinary Studies, Theatre Arts - Performance)	23.1001
Bachelor of Science Degree	
Accounting	52.0301
Biology	26.0101
Biology Education	13.1322
Business Administration (with concentrations in General Business Administration, Management, Management Information System, Marketing)	52.0201
Business Education	13.1303
Chemistry	40.0501
Chemistry Education	13.1323
Computer Engineering	14.0901
Computer Information Systems	11.0401
Computer Science	11.0701
Criminal Justice	43.0199
Educational Studies	13.0101

Elementary Education	13.1202
Exceptional Student Education (K-12)	13.1011
Gerontology	30.1101
Hospitality Management (with a concentration in Food and Beverage Management, Lodging Management, Travel/Tourism Management)	52.0904
International Business	52.1101
Mathematics	27.0101
Nursing (or with RN-BSN Track)	51.1601
Physical Education with Teacher Certification in Grades K-8 or 6-12 (or a nonteaching concentration in Recreation)	13.1314
Physics (concentration in Applied Physics)	40.0801
Physics Education	13.1329
Psychology	42.0101

***Classification of Instructional Programs: 2000 edition**

HONORS PROGRAM

The Honors Program at Bethune-Cookman College seeks to provide expanded study opportunities for highly motivated and exceptionally qualified students. The courses are designed to broaden intellectual horizons, integrate various areas of knowledge, and explore intensively major fields of study through innovative techniques of individualized learning and independent research. The experience and stimulation of outstanding professors shared with students in a small class setting provide an intellectual atmosphere which awakens and intensifies intellectual independence. Honors Program students, because of accelerated learning opportunities, are more adequately prepared for graduate schools.

Entering freshman and transfer students are approved for participation in the Honors Program based on the following criteria: SAT or ACT examination scores, high school transcripts, two letters of recommendation from persons familiar with the student's academic abilities. Students will be asked to submit a 500-word essay describing their qualifications.

The main focus of the Bethune-Cookman College Honors Program is at the freshman & sophomore level where a set of parallel honors course options to the General Education Core requirements is provided. Admission to the Honors Program is determined by the Faculty Honors Council, the academic support specialist, and the honors director based on the student's entry placement test scores.

Freshmen and sophomores invited into the program must maintain a 3.3 cumulative grade point average. Nonprogram students may also register for an honors course, if they have a 3.3 cumulative grade point average and if room is available in the class based on the student's entry placement test scores.

Honors students whose cumulative grade point averages fall below 3.3 must be approved by the director in order to stay in the program. Such students must achieve the required cumulative grade point average by the end of the semester to fully reenter the program.

Honors program graduates must have a minimum of 24 honors credit hours and a cumulative grade point average of 3.3. Students fulfilling these requirements will be graduated from

the College with special recognition for academic honors as "HONORS PROGRAM GRADUATES" at commencement exercises and will have the phrase "Honors Program Graduate" printed on their diplomas and transcript.

Students accepted into the Honors Program cannot substitute other courses for MA 141-142*, MA143-144*, EN 134-135, RE 261, RP 140, HI 140, and SC 240.

Honors Courses

General Education Program

EN 134-135	College English I and II, Honors	6 hours
MA 141	College Algebra, Honors	3 hours
MA 142	College Mathematics, Honors	3 hours
MA 143	Applied Calculus I, Honors*	3 hours
MA 144	Applied Calculus II, Honors*	3 hours
RE 261	Critical Reading, Honors	3 hours
RPB 140	Introduction to the Bible, Honors	3 hours
RP 240	Ethics, Honors	3 hours
BI 150	General Biology*, Honors	3 hours
PH 240	Physical Science*, Honors	3 hours
HI 140	African-American History, Honors	3 hours
SC 240	Introduction to Effective Oral Communication, Honors	3 hours

*Majors in the School of Natural Science, Engineering, and Mathematics may receive honors credit for taking entry level major courses in mathematics, chemistry & biology. Students in School of Business majors should take MAB 138 instead of MA 142 or MA 144.

COURSE DESCRIPTIONS FOR HONORS COURSES

BI 150 General Biology, Honors 3 semester hours

A course that is designed specifically for honors students who are not science majors. The main aims of this course are to introduce modern biological principles and evaluate their impact on society and humans in general. The contents are flexible enough to introduce new ideas and discussions during the span of the course. Lecture, 2 hours: laboratory, 2 hours.

EN 134 Honors College English I 3 semester hours

A course designed to assist selected freshmen in the development of a clearer, more precise, and individualistic style in both oral and written discourse through research, intensive study, and practice in efficient reading and writing techniques. A creative project is required.

EN 135 Honors College English II 3 semester hours

A continuation of the academic program for EN 134, Honors. Emphasis will be placed on extensive reading and analyses of a variety of literary genres and the development of vocabulary and style. Research projects are required.

HI 140 African-American History, Honors 3 semester hours

Prerequisite: None. This course begins with an examination of the African background and concludes with a discussion of African-American influences on world affairs. It examines some of the causes and origins of racism. The course places emphasis on analytical reading, writing and critical thinking skills.

MA 141 College Algebra, Honors**3 semester hours**

A course in college algebra, which subsumes the topics, covered in the nonhonors course, namely, polynomials, rational expressions, linear and nonlinear equations and inequalities, linear systems of equations and inequalities, complex numbers, radicals, exponents, and graphing. The honors course differs both in-depth and extension, by the inclusion of the field axioms of the set of real numbers, the fundamental theorem of algebra, synthetic division, the remainder and factor theorems, exponential and logarithmic functions with applications to the physical and social sciences, and a careful exposition of fundamental concepts. Additional topics in this course may include matrix algebra and linear programming.

MA 142 College Mathematics, Honors**3 semester hours**

A course in college mathematics, which includes all topics included in the nonhonors course, namely, sets, logic, counting systems, geometry, probability and statistics. Additional topics in this course may include matrix algebra and linear programming.

MA 143 Applied Calculus I, Honors**3 semester hours**

Prerequisite: High School Algebra I, Algebra II, and Geometry. This course meets the general education requirement for the first course in mathematics. This course is designed to assist Honors freshmen in the development of a clearer, more precise, and individualistic style in both oral and written concepts of mathematics through intensive study, and practice in efficient mathematics problem-solving and writing techniques. This course includes: polynomial, rational, exponential, logarithmic and trigonometric functions; derivative and integration of trigonometric functions; limits; chain rule. Students are encouraged to investigate mathematical ideas and processes algebraically, numerically, as well as graphically. **This course cannot be substituted for MA 241, MA 242, or MAB 138.**

MA 144 Applied Calculus II, Honors**3 semester hours**

This course is a continuation of MA 143. This course meets the general education requirement for the second course in mathematics. This course includes: graphing and optimization; derivatives of logarithmic and exponential functions; different techniques of integration. **This course cannot be substituted for MA 241, MA 242 or MAB 138.**

PH 240 Honors Physical Science**3 semester hours**

Prerequisite: EN 131 and MA 131. The course offers an in-depth overview of the fundamental scientific principles and concepts of the world around us and the universe. This includes early concepts of nature, matter and energy, atoms and molecules, and the universe. Students should possess strong algebra skills. The class is highly lab and project oriented. Students will be required to perform experiments, make and interpret graphs, discover and apply principles, and strengthen problem solving skills. The project component exposes the students to activities in the real world situations. The physics of the human body manifests itself in the measurements of the human framework. Household toxic wastes, relates to the environmental concerns of our health. Three credit hours lecture/laboratory course for nonscience majors.

RE 261 Honors Critical Reading**3 semester hours**

A course designed to develop critical reading comprehension and thinking skills through a guided study of selected great works of literature. Students will develop their skills of critical analysis through discussions and written evaluations of the assigned reading.

RPB 140 Introduction to the Bible (New Testament), Honors**3 semester hours**

A survey of the New Testament dealing with the Bible in its historical setting as well as

from the viewpoint of literature and theology. This course begins with a close reading of the texts and their interrelationships. An overview of historical approaches to Biblical Studies introduces students to hermeneutics and scholarship of the Bible.

RP 240 Ethics, Honors

3 semester hours

Prerequisites: RPB 140 and EN 134. A brief survey of the historical search for a moral philosophy in western cultures; attempts to examine the relevance of this search to contemporary ethical dilemmas: social justice, violence, ecological deterioration, change in the family structure, sexual behavior, political unrest, economic distress, genetic engineering, identity crises, and similar topics.

SC 240 Introduction to Effective Oral Communication, Honors 3 semester hours

Prerequisites: EN 134 and EN 135 (EN 135 co-requisite with permission of the instructor.) A study of the theory and practice of the fundamentals of Oral Communication. Course designed to provide multiple opportunities for students to engage in both individual presentations and group discussions of contemporary issues.

HONOR SOCIETIES

Bethune-Cookman College is an institutional member of the National Collegiate Honors Council, the Southern Regional Honors Council, the National Honors Association, and the Association of College Honor Societies.

Honor Societies are those in which memberships are determined on the basis of merit and achievement. The following honor societies are available at the College:

Alpha Chi Honor Society (all disciplines)

Alpha Kappa Delta (International Sociology Honor Society)

Alpha Kappa Mu Honor Society (all disciplines)

Alpha Mu Gamma Honor Society (modern languages)

Alpha Sigma Lambda (nontraditional adult students)

Beta Kappa Chi Scientific Honor Society

Eta Sigma Delta (International Hospitality Management Honor Society)

Kappa Delta Pi Honor Society (education)

Lambda Pi Eta National Communications Honor Society

Phi Beta Lambda Business Fraternity

Psi Chi National Honor Society (psychology)

COMPUTING SERVICES AND RESOURCES

All dormitories are wired for access to the Internet. Personal computers, workstations, and specialized computing equipment in numerous computing labs are available to all registered students. Computing laboratories are found in the Swisher Library/Learning Resources Center, Gross Science Hall, Gainous Science Annex, Harrison Rhodes Hall, Holmes Business Building, Kettle Hall, Faith Hall, General Studies Building, Fine Arts Center, Robinson Memorial Music Hall, Cookman Hall, the Living Learning Center, Meigs Hall, Joyner Hall, JaFlo Davis Hall, LeFevre Hall, Bronson Hall, Bronson Annex, and Curtis Hall. Wireless Internet access is also available at a variety of locations on campus - including the Science Building, Kettle Hall, Swisher Library, the Student Center, the Holmes Business Building, Moore Gymnasium, and resident hall lounges.

The available computers cover a wide compatibility range. Everything from personal computers running the latest versions of operating systems from Microsoft and Apple to Sun Solaris workstations connected to the campus academic computing network is available. Most computer labs run the latest Microsoft Office software, including Access, Excel, FrontPage, PowerPoint and Word. There are specialized Multimedia/MIDI Workstations in the Robinson Music Laboratory and computerized Digital Recording systems in the Audio-Logic Recording Studio. A DS3 line connects the network to the Internet. All academic buildings on campus are connected to the network through fiber optics, providing Internet access to all academic buildings on campus. Also, Bethune-Cookman College is connected to Internet2, the high-speed academic research network. The Center for Information Technology provides e-mail addresses for all registered students, faculty, staff and alumni.

Students are urged to make maximum use of the computing equipment for preparing papers and for increasing their skills in computer science and computer information techniques. Student Technical Services provides hardware, software and networking technical support through the Center for Information Technology Help Desk for resident hall students.

SUMMER SESSION

Bethune-Cookman College provides a summer session under the regular college program. Special workshops and a variety of regular college courses are available to students who wish to accelerate their programs or make up deficiencies. The summer session is also available to persons who are not regular students who wish to take courses being offered. Interested persons who wish to enroll in the summer session should write or call the Office of the Registrar for information concerning enrollment, offerings and costs. Classes held during the summer session meet one hour daily (Monday-Friday). Classes are also offered on Saturday.

PROFESSIONAL STUDIES

Admissions and support services for Continuing Education students are now handled through the School of Graduate and Professional Studies. The Professional Studies program (formerly known as the Continuing Education Program) at Bethune-Cookman College seeks to serve the total College by providing educational services to the nontraditional matriculating student. The program is based on the premise that all persons, throughout their lifetime, should be provided the opportunity to gain knowledge, develop their creative potential, and become more productive citizens.

The purpose of the program is to extend the resources of the College to a wide range of individuals, special interest groups, and targeted audiences not otherwise served by on-going programs. It is designed to satisfy the noncredit, credit, and degree needs of individuals through its offerings of undergraduate courses and programs. These programs are directed specifically toward those individuals whose interests are in occupational and professional development, personal enrichment, community problems, and critical issues.

The Professional Studies Program serves the needs of citizens at sites throughout the state of Florida. Through the John W. Miller, Sr., Center, located in Spuds, Florida, students may matriculate in selected upper level courses in criminal justice, sociology, and elementary education. Sites located in Fort Pierce, Gainesville, and West Palm Beach offer 100 and 200-level courses only. Selected courses are offered on the main campus on Saturdays which provide an opportunity for site students to complete their upper level coursework.

Admissions information may be obtained from the School of Graduate and Professional Studies on the main campus or from the coordinators at their respective sites (see page 6).



The Carl Swisher Library/Learning Resources Center

SCHOOL OF GENERAL STUDIES



Faith Hall
School of General Studies

Bethune-Cookman College is committed to a liberal arts core of courses designed to enrich the curriculum while providing skills and content necessary for success in major courses. The School of General Studies administers programs for first and second-year students entering the College. The school provides an academic program and academic support services to meet the diverse needs of freshman and sophomore students.

OBJECTIVE AND GENERAL REQUIREMENTS

The main objective of the School of General Studies is to provide a solid foundation in the areas of reading, English, and mathematics. Other objectives are the following:

1. To monitor an integrated program in general education which will give students a broad liberal arts background
2. To provide various programs to meet the diversified needs of students
3. To prepare students to pass the College-Level Academic Skills Test (CLAST)
4. To facilitate the academic progress of students by providing direction for college-wide academic advisement
5. To provide strong academic support services through tutorials, advisement, and well-equipped laboratories for reading, writing, and mathematics.

The General Studies Program at Bethune-Cookman College includes two basic components:

1. Instruction and learning laboratory support in English, freshman orientation, mathematics, and reading through foundation courses which emphasize mathematical and communication skills required for matriculation in an upper school
2. Preparation for the College-Level Academic Skills Test (CLAST) through the offering of the course GE 280 Communication/Computation Seminar: CLAST Review.

In order to matriculate through the School of General Studies students must meet the following requirements:

1. Enroll continuously in required courses in mathematics, reading, English, and freshman seminar each semester until these courses are satisfactorily completed
2. Receive a grade of "C" or better in all English, mathematics, and reading courses MA 131, MA 132 (or MA 135, MA 136, MAB 138), MA 143, MA 144, EN 131, EN 132, EN 134, EN 135, RE 260, RE 261, offered by this school as well as in SC 230 or its equivalent
3. Adhere to prerequisites for specific courses
4. Pass all four subtests of the College-Level Academic Skills Test (CLAST)
5. Process and receive approval of all changes of program (drop/add) through the respective area coordinators when such changes are in General Studies courses.

TRI-LEARNING CENTER AND COMPUTER LABORATORIES

Presently 100 PCs and 70 Macs aid instruction in reading, writing, English, freshman seminar, and math skills, along with CLAST preparation in the School of General Studies.

ACADEMIC ADVISEMENT

The Academic Advisement Center, located in Faith Hall assists with student retention and academic development for student success. The Center's staff advises undecided student majors; monitors academic progress in English, reading, and math classes; facilitates professional development for academic advisors and students; and refers students to other campus services for assistance and to academic advisors for registration/academic advisement.

The Center also:

1. assists with the distribution of student PIN numbers;
2. updates the Academic Advisement Manual;
3. updates the college-wide advisors' list;
4. assists with updating the advisee/advisors' list;
5. assists with processing "Change of Majors" requests;
6. conducts advisement workshops;
7. facilitates the process to identify "Academic Advisors of the Year,";
8. determines whether transfer students satisfy placement-testing criteria based on courses accepted by Bethune-Cookman College; and
9. maintains and updates Academic Advisement module.

TESTING OFFICE

The College Testing Office provides an extensive testing program for the accommodation of students.

1. Placement Assessment

The Testing Office administers the placement examination to freshman and transfer students for placement in reading, English, and mathematics. New and transfer students will take the placement test except transfer students holding an A.A. Degree from a Florida community college and having passed all four subtests of the College-Level Academic Skills Test (CLAST).

All new, nontransferring students who have a minimum 2.5 high school grade point average (GPA) and satisfactory scores on the Scholastic Aptitude Test (SAT) or satisfactory scores on the American College Testing Program (ACT) might be exempt from certain parts of placement testing. Students meeting School of General Studies placement criteria will be placed in some college level courses.

2. Final Examinations

The Testing Office also administers, scores, and reports all reading, English, and mathematics final examinations in the School of General Studies.

3. College-Level Academic Skills Test

To graduate from the College, the student is responsible for completing general education, major, and minor area requirements. The **College-Level Academic Skills Test (CLAST)** requirement must also be satisfied. Students can satisfy this requirement in one of three ways:

(1) pass the subtests of the CLAST; (2) exempt one or more subtests by earning qualifying grades in specific General Studies courses (mathematics, reading, and English) taken at Bethune-Cookman College **or** obtain qualifying scores on either the ACT or SAT; **OR** (3) qualify to take the CLAST Waiver Exam.

The student is eligible to apply to take the Waiver Exam during his/her semester of graduation if the prospective graduate has passed three subtests of the CLAST exam and attempted at least **a minimum of four (4) times** to pass the fourth subtest. This test is administered each semester approximately two weeks before graduation.

The **CLAST Waiver Exam** maintains the standards of the regular CLAST Exam. All identified education majors should contact the School of Education for certification requirements.

The CLAST Exam is administered three times a year. The four subtests of the CLAST are the following: **mathematics, reading, English language skills, and essay**. Upon completion of 18 college credits to include reading, math and English, students are required to take CLAST, and any sections that are not passed should be attempted every semester thereafter. If a student is eligible for an exemption, he or she must submit an application to the Testing Office in Faith Hall. Academic Advisors will track their advisees' progress and enforce this requirement. Preparation for the CLAST is available through the General Studies labs and course GE 280 Communication/Computation Seminar.

Details concerning the exemption are available in the **Testing Office, Faith Hall, Room 10 and Room 3**. The Computer-Adapted Test-CLAST (CAT-CLAST) is available to CLAST **re-takers only**. The fee for students registered to take the CLAST and the CAT-CLAST is \$30.00 or \$35.00 depending on the testing site.

GRADUATION REQUIREMENTS: The CLAST Exemption requirement **MUST be completed** prior to graduation. Only students, who have completed all academic requirements for graduation, including CLAST, are allowed to participate in commencement exercises.

Any **students transferring** to Bethune-Cookman College and having an A.A. degree from a **Florida public institution of higher learning** will be allowed to transfer a maximum of **one** CLAST exemption granted by that college.

Information on the CLAST Exam, CAT-CLAST, and CLAST Waiver Test may be obtained in the Testing Office in Faith Hall, Room 10 or Room 3.

4. ACT-Residual Assessment

The American College Testing (ACT) - Residual Assessment is administered upon request of major area advisors and school representatives. This test is not administered to meet College admissions requirements.

5. College Credit

Bethune-Cookman College is a participant in the Advanced Placement Program and the International Baccalaureate Diploma Program. If the student meets the criteria set forth by each academic area, then the student may receive college credit for courses covering similar material. Students must apply through the Testing Office in the School of General Studies during the first six weeks of their first semester enrolled at Bethune-Cookman College.

6. College-Level Examination Program (CLEP)

The College-Level Examination Program (CLEP) tests are offered for students who are able to demonstrate the knowledge and skills required by the subject examinations. Students

can receive course credit by earning qualifying scores on CLEP examinations. Additional information regarding the CLEP is available in the Testing Office in Faith Hall.

7. National Test Center

The College also serves as a national test center for limited test offerings of the Educational Testing Service (ETS) to include subject examinations of The Graduate Record Examinations (GRE).

THE GENERAL EDUCATION PHILOSOPHY OF BETHUNE-COOKMAN COLLEGE

Derived from Bethune-Cookman College's mission to provide all of its students with a liberal arts foundation on which, regardless of chosen major, each baccalaureate degree rests, the inclusion of general education courses is a requirement for every newly matriculating student. We believe the institution's goal of a solid liberal arts foundation includes ensuring an acceptable level of understanding of subject content achieved through a dynamic, evolving curriculum. This concern is addressed through structured experiences in classrooms and laboratories in the disciplines of humanities, fine arts, natural sciences, mathematics, and social and behavioral sciences. Students in our degree programs must demonstrate competency in reading, writing, oral communication, fundamental mathematical skills, and the basic use of computers through comprehensive general education requirements and course requirements in specific majors throughout their matriculation. Finally, the liberal arts foundation of Bethune-Cookman College students includes service opportunities which are an inherent part of the legacy and on-going mission of the College. The general education philosophy of Bethune-Cookman College is inseparable from the College's goal of graduating professionals who have been provided with information, skills, and experiences, which will prepare them for greater service to themselves and to others in the largest array of contexts and situations.

Objectives

Students will be provided with a selection of general education courses that will enable them to obtain knowledge, understanding, and appreciation of:

1. their heritage in the pluralistic American society
2. diverse cultures, including religions, languages, and value systems of the world
3. individual and global problem-solving processes involving analytical and critical thinking
4. means to achieve personal wellness
5. communication and decision-making skills
6. the master works of people of African descent and other cultures
7. the natural sciences and mathematics
8. research techniques—also involving the use of computer technology

A holistic core curriculum helps students address the totality of human existence—physically, mentally, emotionally, and spiritually—and meets the objectives of the general education program. Content and modes of inquiry from several scholarly disciplines are applied to common issues through linking two or more subject areas in clusters. This general education core curriculum focuses on the needs, problems, and concerns of students who enter to learn and the faculty who prepare them to serve.

GENERAL EDUCATION CURRICULUM

All Bethune-Cookman College students are required to complete the following courses:*

School Courses	Credit Hours	Total Semester Hours Needed
Education		2
PE 111-212 Physical Education Activity (not required if over the age of 30) Marching Band and ROTC courses can substitute for this requirement.	1/1	
General Studies		17
GE 110 Freshman Seminar I	1	
GE 111 Freshman Seminar II	1	
EN 131 and EN 132 (or EN 134/EN 135)	6	
MA 131 and MA 132 (or MA 141/142, MA 143/MA 144) or MAB 138 (business majors)	6	
MA 135 and MA 136 (science majors)		
RE 260 Critical Reading (or RE 261)	3	
Humanities		18
HU 231, 232, 233 (any 1)	3	
ML 131 and 132 Modern Languages**	6	
SC 230 Introduction to Effective Oral Communication (or SC 240 or equivalent)	3	
RP 120 or RP 130 Introduction to Religion and Philosophy or Introduction to the Bible (or RP 140)	3	
<u>One of these RP electives is required. **</u>		
RP 230 Ethics		
RP 231 History of Ancient and Medieval Philosophy		
RP 232 History of Modern Philosophy		
RP 335 Life and Teachings of Jesus		
RP 337 Genesis		
RP 339 Logic		
RP 340 Religions in America		
RP 341 Religions of the World		
Science and Math (for nonscience majors)		6
BI 131 General Biology with lab (or BI 150) (and one of the following)	3	
CH 131 Introductory Chemistry with Lab*** or PH 230 Physical Science with Lab*** (or PH 240) or PH 228 An Introduction to Astronomy with Lab*** or ES 130 Introduction to Environmental Sciences	3	
Social Sciences		3
HI 130 African American History	3	
General Education Elective (see next page)		3
		Total 49 hours

One of these General Education electives is required.

BA 130 Introduction to Personal Finance
 CJ 131 Introduction to Criminal Justice
 HI 131 World History I (or HI 140)
 HI 132 World History II
 HI 230 Survey of United States History
 HI 231 United States History to 1865
 HI 232 United States History Since 1865
 INT 131 Introduction to International Studies
 PS 230 Introduction to Psychology
 POL 130 Introduction to Political Science
 SO 131 Introduction to Sociology
 SS 130 Introduction to the Social Sciences (or SS 140)
 SS 210 Human Geography
 SS 220 Physical Geography

*Transfer students without the Associate of Arts degree may satisfy general education course requirements through credits accepted from transfer institutions.

**Not for Nursing majors

***Not required for science and math majors

Speech Proficiency Examination

The Speech Proficiency Examination is a 20-minute oral exam and is available to students who have completed EN 131. It is also available to students who are currently enrolled in EN 132. Passage of the Speech Proficiency Examination gives the student the option of other speech communication or theatre arts courses to satisfy the 3-hour general education speech requirement (SC 230). Testing times coincide with the College's spring and summer/fall pre-registration schedules.

COURSE DESCRIPTIONS FOR GENERAL STUDIES**GE 110 Freshman Seminar I****1 semester hour**

This seminar is designed to help first year students in making the transition from high school to college with emphasis upon goal setting, study skills, advising, and wellness. Returning students retaking this course may choose to do service learning. Required of all students who are not transferring in 30 semester hours of college credit.

GE 111 Freshman Seminar II**1 semester hour**

Prerequisite: GE 110. This seminar is designed to provide opportunities for students to learn more about their major field of study, the professional behavior essential to their chosen careers, and community service. Major issues involved in career planning and development will be covered. Required of all students who are not transferring in 30 semester hours of college credit.

GE 280 Communication/Computation Seminar: CLAST Review 0 semester hours

Tutorials for students who must retake any subtest of the College-Level Academic Skills Test (CLAST) cover competencies in mathematics, English, and reading as required for satisfactory performance on the CLAST. The seminar also provides review of skills in which students have shown deficiencies.

EN 112 Essentials of Writing ***3 nondegree hours**

Prerequisite: Appropriate placement criteria. This course is designed for those students who need essential composition and grammar skills necessary for College English I. Emphasis is placed on composition, grammar, sentence structure, spelling, punctuation, and standard English usage. Basic research and documentation are included. Students are **required** to attend the Writing Center and use computer technology.

EN 130 English Placement**0 semester hours**

This label indicates that students are exempted from English placement testing, demonstrated college-level English I competency, or achieved an acceptable placement score (for advisement purpose only).

EN 131 College English I**3 semester hours**

Prerequisite: EN 112 or an acceptable placement score. College English I is the first of two sequential courses in college-level writing covering various rhetorical strategies. The course teaches principles for non-fiction prose, from prewriting and organizing through revising and editing. Students are required to read, discuss, and analyze essays, and autobiographical or biographical selections. A short documented research paper is included. Students should be prepared to write extensively and visit the Writing Center for remediation in basic grammar skills and assistance in drafting essays when appropriate.

EN 132 College English II**3 semester hours**

Prerequisite: EN 131. College English II is the second of two sequential courses in college-level writing. An emphasis is placed on writing about literature using different rhetorical strategies. Short stories, essays, poetry, drama, and a novel provide the basis for advanced essay writing and practice in literary analysis. Research and documentation are included. Students should visit the Writing Center for assistance as needed when drafting essays.

EN 133 Required English Lab**0 semester hours**

Prerequisite: Permission of coordinator. This course is offered as a two to fifteen week individualized course in essay writing skills. Students in this course will be those who have been placed there due to receiving a grade of "I" in English 132 because further work is needed in writing essays.

EN 134 Honors College English I**3 semester hours**

A course designed to assist selected freshmen in the development of a clearer, more precise, and individualistic style in both oral and written discourse through research, intensive study, and practice in efficient reading and writing techniques. A creative project is required. (Honors Program)

EN 135 Honors College English II**3 semester hours**

A continuation of the academic program for EN 134, Honors. Emphasis will be placed on extensive reading and analyses of a variety of literary genres and the development of vocabulary and style appropriate for advanced studies. Research projects are required. (Honors Program)

MA 112 College Prep Algebra ***3 nondegree hours**

Prerequisite: A course designed for students who have deficient backgrounds in algebra and have scored below acceptable level on the placement test in elementary algebra. Foundation needed for enrollment in MA 131 is provided through development of topics, which include review of basic operations in arithmetic; solving linear equations and

inequalities; operations with polynomials, exponents, rational expressions; factoring; graphing linear equations; and simplifying radical expressions. Emphasis is placed on learning to read the language of mathematics in addition to the use of technology.

MA 130 Math Placement

0 semester hours

This label indicates that students are exempted from elementary algebra placement testing, demonstrated college-level algebra competency, or achieved an acceptable placement score in elementary algebra (for advisement purposes only).

MA 131 College Algebra

3 semester hours

Prerequisite: MA 112 or appropriate placement criteria test. Emphasis is on a skills approach to college algebra. Topics include operations with polynomial and rational expression; binomial expansions; factoring algebraic expressions; solving and graphing linear and nonlinear equations and inequalities; operations with exponents, and radicals; functions and variation; exponential and logarithmic functions; solving systems of equations and inequalities; matrix operations. Emphasis is placed on learning to read the language of mathematics in addition to the use of technology. Some sections may require the use of graphing calculators. MA 131 is not open to students with credit in MA135.

MA 141 College Algebra, Honors

3 semester hours

A course in college algebra, which subsumes the topics, covered in the nonhonors course, namely, polynomials, rational expressions, linear and nonlinear equations and inequalities, linear systems of equations and inequalities, complex numbers, radicals, exponents, and graphing. The honors course differs both in-depth and extension, by the inclusion of the field axioms of the set of real numbers, the fundamental theorem of algebra, synthetic division, the remainder and factor theorems, exponential and logarithmic functions with applications to the physical and social sciences, and a careful exposition of fundamental concepts. Additional topics in this course may include matrix algebra and linear programming.

MA 132 College Mathematics

3 semester hours

Prerequisite: MA 131 or MA 135. A course including sets, logic, geometry, real number system topics, counting methods, probability, and statistics; mathematical skills included on the mathematics subtest of the College-Level Academic Skills Test (CLAST). Honors section offered. Emphasis is placed on learning to read the language of mathematics in addition to the use of technology.

MA 142 College Mathematics, Honors

3 semester hours

A course in college mathematics, which includes all topics included in the nonhonors course, namely, sets, logic, counting systems, geometry, probability and statistics. Additional topics in this course may include matrix algebra and linear programming.

MA 133 Required Math Lab

0 semester hours

Prerequisite: Permission of coordinator. This course is offered as a two-to-fifteen week individualized course in various topics in mathematics. Students in this course will be those who have received a grade of "I" in MA 132 or are referred by mathematics instructors.

RE 112 Essentials of Reading *

3 nondegree hours

Prerequisite: Reading placement test. This course is designed to bring the students reading ability up to the level needed to be successful in college. Students use computer software programs that provide self-paced individualized instruction. Laboratory attendance is required. EXIT REQUIREMENTS: documented work in portfolio at a 12.5 reading level and scored a satisfactory level on a standardized reading test.

RE 133 Required Reading Lab**0 semester hours**

Prerequisite: Permission of coordinator. This course is offered as a two-to-fifteen week individualized course in various topics in reading. Students in this course will be those who have received a grade of "I" in a college-level general studies reading course or have been referred by reading instructors.

RE 200 Reading Placement**0 Semester Hours**

This label indicates that students are exempted from reading testing, demonstrated college-level reading competency, or an acceptable placement score in vocabulary and reading comprehension (for advisement purposes only).

RE 260 Critical Reading**3 semester hours**

Prerequisites: EN 131 and either RE 112 or RE 200. This course is primarily designed for second semester sophomores. The course uses a textbook as an introduction and/or review of the critical reading skills that are then used for interaction with selected readings and the "shared inquiry" method of instruction. This class advances critical reading and critical thinking skills through guided discussion and oral and written reports. Special attention will be placed on developing analytical and interpretive skills necessary in completing the General Education Program. EXIT REQUIREMENT: pass final exam and a standardized reading test.

RE 261 Honors Critical Reading**3 semester hours**

A course designed to develop critical reading comprehension and thinking skills through a guided study of selected great works of literature. Students will develop their skills of critical analysis through discussions and written evaluations of the assigned reading. (Honors Program)

Course descriptions of other required general education courses are located in the sections for each academic school (i.e. Business, Education, Arts and Humanities, Social Sciences, and Science, Engineering, and Mathematics).

PREPARATORY COURSES (NONDEGREE CREDITS)

Basic skills courses answer the challenge of the college mission by providing the opportunity for students to improve academic competencies in reading, communication, and computation skills. These courses provide the foundation for success in college-level courses. These courses **do not** count towards the general education requirements or towards a degree.

On the basis of the entry-level placement test scores, students needing improvement in reading, communication, and computational skills will be required to take basic skills courses in reading, English, or mathematics prior to enrolling in college-level courses in these areas. Students will be graded on the basis of an "S" grade for satisfactory progress, an "NR" grade (a student is required to repeat the course) for unsatisfactory progress, or an "F" grade for failure to attend. The following courses are for the nondegree credits:

Reading***RE 112 Essentials of Reading****English*****EN 112 Essentials of Writing****Mathematics*****MA 112 College Prep Algebra**

***None of these courses satisfy the General Education requirements for graduation. These courses may not be transferred into Bethune-Cookman College. They must be satisfied at this institution.**

FRESHMAN COLLEGE: THE FRESHMAN STUDIES PROGRAM

Freshman College serves the academic and advisement needs of new students entering with less than 30 credit hours. Because this program provides a holistic linkage among courses, students, and instructors, students have the opportunity to develop competencies through a thematic focus rather than a skills-based approach.

A vital activity of the Freshman College is delivery of the global studies curriculum as found in learning communities. Creating cultural awareness and developing conceptual connections about the world through history, philosophy, and literature, this unique program is designed to provide for communication across disciplines by linking English, reading, history, philosophy, and religion. Designed to provide opportunities for students to learn more about global culture or religion and philosophy, the study of historical literature is conducted in a collaborative teaching effort. Intensive reading, writing, and speaking assignments aid students in mastering competencies.

In order to be eligible for the JUMP community, a student must be a new, nontransfer admit to the College who receives permission of the General Studies Dean and places in English and reading basic skills classes with a reading level of at least 9.5 and a good writing sample. Students who **successfully** complete a JUMP course by meeting **all** standards set forth by the instructors in the relevant syllabi may be able to receive college credit in place of English 112 or Reading 112.

Participants in one or more of the Freshman College's program's activities will be tracked through enrollment in Freshman Seminar I and contacts with the Freshman Resource Center.

STUDENT SUPPORT SERVICES PROGRAM

The Bethune-Cookman College Student Support Services Program is designed to provide academic, personal, and related support to eligible participants. Specifically, the program seeks to increase the retention and eventual graduation rate of participating students.

The Student Support Services Program is funded through the United States Department of Education. Students who meet the criteria are invited to apply for acceptance. Each student is interviewed by the program director or counselor and given an individual needs assessment. Information from the assessment is used to determine appropriate services for each student. A contract is signed by the student, which obligates him or her to attend classes, meet counselor's appointments, and attend tutoring sessions if tutoring is needed.

The major objectives of the Student Support Services Program are the following:

1. To increase the retention and graduation rate of the students
2. To provide opportunities for cultural and social enrichment
3. To provide assistance in career planning.

The Student Support Services Program focuses on five areas of service: math and English classes, tutoring, counseling, career planning and placement, and cultural and social enrichment.

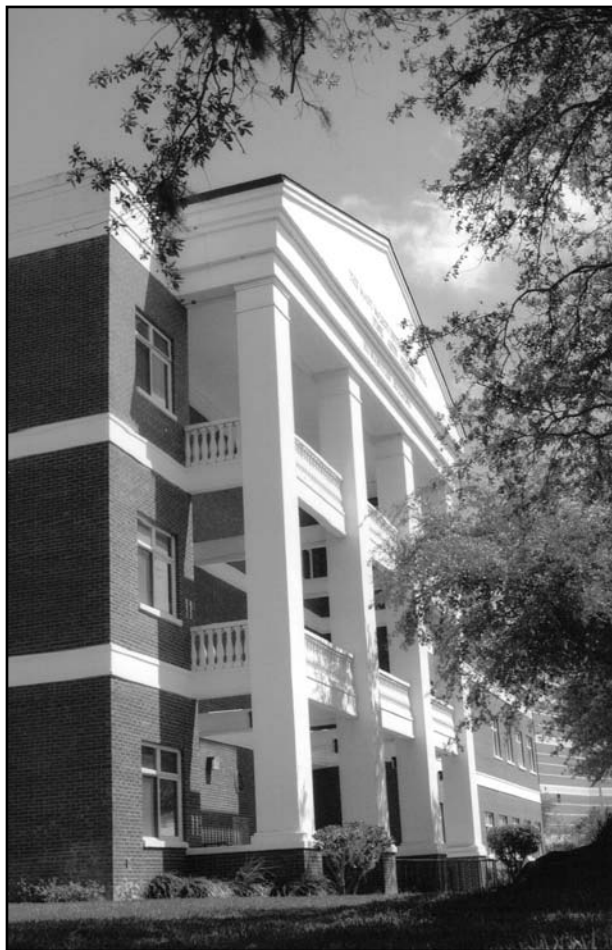


Dr. Michelle Thompson advises students.



Computing labs for student use are available in the majority of campus buildings.

SCHOOL OF ARTS AND HUMANITIES



Fine Arts Building
School of Arts and Humanities

The School of Arts & Humanities offers the Bachelor of Arts degree in areas designed to develop students' individual abilities and prepare them for careers in the fields of mass communications, music, art, religion and philosophy, speech communication, and education.

OFFERINGS

1. Degree of Bachelor of Arts in the following areas:

English

English Education

Mass Communication - (with concentrations in Journalism, Broadcast Production/
Technology, and Media Mgmt.)

Music (with concentrations in Performance, Music Technology)

Music Education

Religion and Philosophy (with concentrations in Christian Studies, Philosophy)

Speech Communication and Theatre Arts (General Speech Communication, Speech
Communication Interdisciplinary Studies, Theatre Arts - Performance)

2. Minors in the following disciplines:

Art

English

French

German

Music

News Editorial, Broadcast Journalism, Public Relations/Adv., Broadcast Production
Technology, and Media Management

Religion and Philosophy

Spanish

Speech Communication

Theatre Arts

The requirements for admission into any major area in The School of Arts and Humanities are the same as for the College.

The requirements for student teaching and graduation for English Education and Music Education Majors are the following:

- a. a GPA of 2.5 or better in major area or professional courses.
- b. a GPA of 2.5 or better in the courses taken at the College.
- c. no grade lower than a "C" in professional courses or major area.
- d. those identified in the Teacher Education Program.

OBJECTIVES AND GENERAL REQUIREMENTS

The School of Arts and Humanities seeks to promote the following:

1. Humanness, compassion, recognition of the worth, dignity, rights and responsibilities of the individual student.
2. Leaders whose wholeness of educational development embraces specialization in chosen discipline(s) as well as breadth of learning experiences which assure versatility in the world of work.

3. Education in the art of making a living in one's chosen life style while making a living in a highly competitive technological society.
4. Understanding and goodwill (personal, national, international) to humankind in the pluralistic American society and diverse cultures of the world.
5. Critical and logical assessment of individual and group problems. The assessment is based on objective analysis and commitment to the discovery of truth through systematic problem-solving processes.
6. Learning in the arts in our everyday living.
7. Completion of requirements of the School of Education if major includes teacher education.

HU 180, 280, 380, 480 Humanities Seminar

0 semester hours

Humanities majors are required to register for this seminar every semester. Also known as the major's meeting, the School seminar meets once a month while the major areas seminars meet weekly (Fridays) to provide students with the opportunity to become better acquainted with their chosen field. A letter grade is assigned for participation in the seminar, and the grade appears on the student's transcript, even though no hour credit is earned.

MINOR IN ART

A minor in art shall consist of 18 semester hours and a "C" (2.0) average for all classes taken toward the minor must be earned. Any 100 or 200 level art credits earned can be applied to the minor in art. At least 15 semester hours must be taken at Bethune-Cookman College with at least six (6) hours at the junior/senior (300 or 400) levels.

Admission to the Program

In addition to all requirements for the minor program, students must complete all general studies courses which are required by the College. The program is designed to build upon two years of general education and a set of program prerequisites and electives.

Course Requirements

ARH 210 Art History	3 hours
ART 211 Principles of Design I	3 hours
ART 110 Drawing and Composition	3 hours
or	
ART 130 Analysis of Visual Arts	3 hours
Art Electives	9 hours
TOTAL HOURS REQUIRED FOR DEGREE	18 hours

COURSE DESCRIPTIONS

ART 110 Drawing and Composition I

3 semester hours

Introduction to representational drawing with emphasis in basic skills and concepts, using pencil as the main medium. Open to all students.

ART 120 Drawing and Composition II

3 semester hours

Prerequisite: ART 110. Drawing and Composition I or permission of instructor. Emphasis on further development of technique and exploration of personal imagery and context and introduction to the fundamentals of drawing the human figure.

ART 130 Analysis of Visual Arts 3 semester hours

An introductory art appreciation course designed to provide a foundation for understanding the visual arts through lectures, films, hands-on activities and resource persons. Open to all students.

ART 210 Art History 3 semester hours

A broad survey of visual art forms from the Classical Period to the present. Open to all students.

ART 211 Principles of Design I 3 semester hours

Studio course introducing the basic art elements such as line, value, and color to develop vocabulary, theory, materials, and techniques involved in creating two-dimensional design forms. Open to all students.

ART 212 Principles of Design II 3 semester hours

Prerequisite: ART 211 Principles of Design I or permission of instructor. Studio course introducing the basic art elements inherent in three-dimensional works of art. The elements of shape, mass, balance, proportion, and scale will be explored.

ART 215 Photography I 3 semester hours

Beginning course in photography and basic darkroom work with emphasis on the use of the camera, darkroom procedures of developing and printing, and the study of visual design. Open to all students.

ART 216 Photography II 3 semester hours

Prerequisite: ART 215 Photography I or permission of instructor. Advanced course with emphasis on imagery, content and refinement of techniques of the medium. Use of the camera as a medium of individual creative expression.

ART 310 Printmaking 3 semester hours

Prerequisite: ART 110 Drawing and Composition I or ART 211 Principles of Design I. Basic procedures and processes in printmaking. Formal and expressive characteristics of the print media with emphasis on relief printing.

ART 313 Acrylic Painting I 3 semester hours

Prerequisite: ART 110, 120 Drawing and Composition I and II or ART 110 Drawing and Composition I and ART 211 Principles of Design I. Introduction to basic concepts and techniques of acrylic painting.

ART 314 Acrylic Painting II 3 semester hours

Prerequisite: ART 313 Acrylic Painting I. A continuation of Acrylic Painting I. More in-depth procedures and processes in painting. Formal and expressive characteristics of the print media with emphasis expression of personal individual ideas.

ART 317 Silkscreening I 3 semester hours

Prerequisite: ART 110. Drawing and Composition I or ART 211 Principles of Design I or ART 130 Analysis of Visual Arts. Exploration of silkscreening as an experimental technique to individual expression.

ART 318 Silkscreening II 3 semester hours

Prerequisites: ART 317. Silkscreening I or permission of instructor. Extension of silkscreening I with emphasis on personal expression, stylistic variations and individual development.

ART 320 Selected Topics in Art

3 semester hours

Seminars for students who are interested in the study of the art of various cultures including but not restricted to African American, Mexican American, and Native American artists. Open to all students.

ART 410 Art Seminar

3 semester hours

Prerequisite: Permission of instructor. In-depth exploration/discussion of selected fields of art, either a period, an era, or topic exposing students to fundamental issues and ideas/methodologies current in the field of art. Students may study or research an individual or project. Designed to help students develop research skills and personal vision/expression.

DEPARTMENT OF ENGLISH

The Department of English offers two degree programs leading to the Bachelor of Arts in English and the Bachelor of Arts in English education.

Bachelor of Arts in English

The Bachelor of Arts in English is designed for students who do not plan to teach English in the public schools. It prepares students for graduate and professional studies in any field and for unlimited career opportunities in which a strong foundation in English is essential.

Admission to the Program

Students are conditionally admitted to the program when they have fewer than 10 semester hours remaining to complete the General Education requirements, and have passed three subtests of the CLAST. Full admission to the program occurs when the student completes all General Education requirements and passes all four subtests of the CLAST.

Major Requirements

At least 30 semester hours of English courses 300 and above are required of all English majors.

Course Requirements

General Education Program	49 hours
Foreign Language ML 231 and ML 232	.6 hours
Humanities	.3 hours
Psychology	.3 hours
Computer Applications	.3 hours
English Courses	.36 hours
EN 141, 240, 250, 330, 331, 332, 334, 336, 340	
or 341, 443, 444, 499,	
HU 180, 280, 380, 480	.0 hours
English Electives	.6 hours
At least two courses selected from the following: EN 320, 335, 435, 436	
Free Electives or minor	.21 hours
TOTAL HOURS REQUIRED FOR DEGREE	127 hours

Minor in English

Majors of other disciplines may receive a minor in English by completing a minimum of 18 semester hours, including EN 131, 132, 141, 240, 330, and three hours in literature.

Prerequisite: EN 131, EN 132. A study of the principles and practice in producing for effective technical document. This course includes a review of various components of technical correspondence and the acquisition of advanced writing skills. Emphasis will be placed on a detailed technical term paper.

EN 320 Black American Literature 3 semester hours

Prerequisite: EN 131, EN 132. Historical and critical analysis of the literature written by Black Americans from the latter part of the 18th century to the present.

EN 330 Functional Grammar 3 semester hours

Prerequisite: EN 131 and EN 132. A course emphasizing the purposes, principles and procedures of the various approaches (traditional, structural, and transformational) to English grammar and oral usage. Includes history of the English language.

EN 331-332 English Literature 3 semester hours

Prerequisite: EN 131, EN 132. A survey of English literature from the Old English Period through Renaissance, and from the Age of Reason to the present.

EN 334 American Literature 3 semester hours

Prerequisite: EN 131, EN 132. A study of American literature from early colonial writers to the present. Writings of Black Americans are included.

EN 335 Women in Literature 3 semester hours

Prerequisite: EN 131, EN 132. A study of women in literature both as writers and as characters.

EN 336 Contemporary Literature 3 semester hours

Prerequisite: EN 131, EN 132. A study of American and British poetry, fiction, and drama from 1901 to the present. Black American and third-world writings are included.

EN 340 or 341 Creative Writing 3 semester hours

Prerequisite: EN 131, EN 132. A course emphasizing imaginative literature and the development of individual style that is both comfortable and effective. Practice is provided in editing and publication, and in the production of the college's on-line literary magazine.

EN 360 Special Methods of Teaching English 3 semester hours

Prerequisite: EN 131, EN 132, TSL 370. A course designed to involve the prospective pre-teacher in the discovery of, and experimentation with, methods of instructional planning, teaching, classroom evaluation, and professional laboratory demonstration of skills. Cooperative arrangements between the School of Education and area educational institutions provide explorations of performance level competencies for teaching in the middle school and high school levels. (Corequisite: EDB 352 Field Experience).

EN 435 The Romantic Era 3 semester hours

Prerequisite: EN 131, EN 132. A study of English romantic poetry and prose from 1798 through 1832. (Alternates with EN 436).

EN 436 The Victorian Era 3 semester hours

Prerequisite: EN 131, EN 132. A study of Victorian English poetry and prose from 1832-1901. Emphasis on the emerging patterns of life as influenced by scientific, philosophical, social and economic developments reflected in the literature of this period.

EN 443-444 Shakespeare 3 semester hours

Prerequisite: EN 131, 132, and EN 240. A critical study of selected tragedies and comedies of Shakespeare.

ED 462 Student Teaching 12 semester hours

Prerequisites: All course requirements listed above with a GPA of at least 2.50. This course provides an internship experience for education majors, who apply their content knowledge, teaching strategies and classroom management skills in an actual classroom setting.

EDX 462 Student Teaching Seminar

0 semester hours

Corequisite: ED 462. This seminar provides assistance to student teachers during the student teaching experience.

EN 490 B, C and D Career Related Work Experience

9-15 semester hours

Students and the instructor concerned will select an appropriate work area related to the field of English and/or communications where the student may gain work experience and/or on-the-job training. Students must have a minimum 2.5 GPA.

EN 499 Senior Seminar in English

3 semester hours

Prerequisite: EN 240 and CLAST. Advanced work for qualified seniors in the intensive study of a literary period, type, problem or figure. Emphasis on research and principles as applied to the topic. Permission of the instructor is required.

ENDORSEMENT — ESOL (ENGLISH EDUCATION)

TSL 370 Principles and Issues in ESOL

3 semester hours

This course is designed to provide the preprofessional in education with a knowledge base to teach in diverse classrooms to (1) use best practices in ESOL instruction, (2) integrate theories and principles of second language learning and apply them in classroom instruction, and (3) understand the parameters of the META Consent Decree.

TSL 440 Applied Linguistics

3 semester hours

This course is designed to provide the preprofessional in education with historical information on language planning related to ESOL and Bilingual Education in the United States, especially in Florida, and other countries. Students will thoroughly analyze the linguistic agenda and its effect on the ESOL classroom.

AREA OF HUMANITIES

The Humanities courses fulfill a general education requirement for all majors. In order to graduate, students must take one-three of the Humanities courses listed below, depending upon the chosen major. The courses are arranged by particular cultural eras. The numbering does not represent a hierarchy of difficulty; therefore, students may choose whichever of the courses is desired, and in any order.

HU 231 Ancient to Medieval Humanities

3 semester hours

Prerequisites: EN 131 and 132. This course provides a chronologically arranged, global survey of the period from prehistory to the 14th century. It focuses on the key events, literature, music, sciences, philosophy and visual arts (painting, architecture and sculpture) that express and define the values of cultures in broad eras along this time span. It includes attention to Egypt, India, Mesopotamia, Greece, Rome, China, Islam and the European Middle Ages.

HU 232 Renaissance to early Romantic Era Humanities

3 semester hours

Prerequisites: EN 131 and EN 132. This course provides a chronologically arranged, global survey of the period from the 14th century to the late 1700's. It focuses on the key events, literature, music, sciences, philosophy and visual arts (painting, architecture and sculpture) that express and define the values of cultures in broad eras along this time span. It includes attention to Africa, Europe's Renaissance, Reformation and Baroque eras, the Americas and Asia.

HU 233 Romanticism to Contemporary Humanities

3 semester hours

Prerequisites: EN 131 and EN 132. This course provides a chronologically arranged, global survey of the period from the 19th century to the present. It focuses on the key events,

literature, music, sciences, philosophy and visual arts (painting, architecture and sculpture) that express and define the values of cultures in broad eras along this time span. It includes attention to Romanticism, Realism, Modernism and Postmodernism from an international and cross-cultural perspective.

DEPARTMENT OF MASS COMMUNICATIONS

The Department of Mass Communications offers degree programs leading to the Bachelor of Arts in mass communication with concentrations in broadcast production/technology, journalism (news editorial, broadcast journalism and public relations/advertising) and media management.

Broadcast/Production Technology Concentration

The Bachelor of Arts in mass communications (broadcast production technology) is designed to train students interested in the television and radio careers in equipment, operations, visual-aural aesthetics, producing and directing, as well as editing, duplication, scriptwriting, research and management. Facilities include a television production studio, avid nonlinear editors, digital audio workstations, and WBCC radio station.

Journalism Concentration (News Editorial)

The Bachelor of Arts in mass communications (news editorial) is designed for students who are interested in editing and writing careers in the print media. The program provides a well rounded skill in areas such as fact gathering, news and feature writing, editorial judgment, editing and publication design.

Journalism Concentration (Broadcast Journalism)

The Bachelor of Arts in mass communications (broadcast journalism) is designed for students who are interested in radio and television news. The program provides a well rounded skill in areas such as news writing, editorial judgment and the principles and practices of radio and television news.

Journalism Concentration (Public Relations/Advertising)

The Bachelor of Arts in mass communications (public relations/advertising) is designed to prepare students who are interested in public relations career in the creation, sales, management and production of advertising in all aspects of communications (written and spoken) with important concepts in the social sciences.

Media Management Concentration

The Bachelor of Arts in mass communication (media management) is designed to prepare students for careers in media management fields, such as managers, researchers, policy and financial analysts. The telecommunications field includes entrepreneurship, broadcasting cable television and new communications technologies.

Admission to the Program

Admission is through a formal declaration of the major and application for upper level acceptance in the Mass Communication Program upon completion of the exit requirements of the General Studies School or the equivalent as identified in the current bulletin.

Major Requirements for all other Concentrations

A total of 124 to 133 hours are required depending on the particular concentration a student elects; the successful completion of a written and defended thesis type research paper in the field of specialization; a written comprehensive examination in the major; and a 12 hour career related internship experience. All major department courses must be passed with a "C" or better or "S" in courses taken pass-fail.

Course Requirements for News Editorial, Broadcast Journalism, Public Relations/Advertising, Broadcast/Production Technology Concentrations:

General Education Program	49 hours
Core requirement MC 151, MC 250, MC 252, MC 350, MC 361	15 hours
POL 230 or 236; 330 or 350; CS 132 or 133	9 hours
Major courses as specified under each sequence (12-15 courses)	39 hours
Internship	12 hours
Free Electives	6 hours
HU 180, 280, 380, 480	0 hours
TOTAL HOURS REQUIRED FOR DEGREE	124 hours

Major Courses**Broadcast Production/Technology Concentration - Required major courses (12)**

MC 352	Radio Production I	3
MC 354	Television Production I	3
MC 355	Advanced Television Production	3
MC 356	Broadcast Programming I	3
MC 357	Broadcast Programming II	3
MC 464	Corporate Media	3
MC 365	Digital Multitrack Recording	3
MC 366	Advanced Radio Production	3
MC 390	Mass Communications Practicum	3
MC 431	Mass Communications Law	3
MC 499	Senior Seminar in Mass Communication	3
MC 463	Announcing	3

Total hours required in the major 36 hrs

Journalism Concentration (News Editorial) - Required major courses (12)

MC 251	Desktop Publishing	3
MC 320	News Editing	3
MC 330	Photojournalism	3
MC 358	Writing for Electronic Media	3
MC 362	Public Affairs Reporting	3
MC 363	Public Relations Practices	3
MC 380	Magazine Article & Feature Writing	3
MC 390	Mass Communications Practicum	3
MC 431	Mass Communications Law	3
MC 455	Advertising	3
MC 499	Senior Seminar in Mass Communication	3
MC 459	Public Opinion	3

Total hours required in the major 36 hrs

Journalism Concentration (Broadcast Journalism) - Required major courses (12)

MC	352	Radio Production I	3
MC	354	Television Production I	3
MC	356	Broadcast Programming I	3
MC	358	Writing for Electronic Media	3
MG	300	Management & Organizational Behavior	3
MC	359	Broadcast Journalism	3
MC	390	Mass Communications Practicum	3
TA	107	Voice Production	3
MC	431	Mass Communications Law	3
MC	499	Senior Seminar in Mass Communication	3
MC	459	Public Opinion	3
MC	463	Announcing	3

Total hours required in the major 36 hrs

Journalism Concentration (Public Rel/Adv) - Required major courses (12)

MG	300	Management & Organization Behavior	3
MC	251	Desktop Publishing	3
MC	363	Public Relations Practices	3
MK	341	Intro to Marketing	3
MC	380	Magazine Article & Feature Writing	3
MC	390	Mass Communications Practicum	3
TA	107	Voice Production	3
MC	431	Mass Communications Law	3
MC	499	Senior Seminar in Mass Communications	3
MC	455	Advertising	3
MC	458	Advertising & PR Campaigns	3
MC	459	Public Opinion	3

Total hours required in the major 36 hrs

Media Management Concentration - Required major courses (12)

MG	300	Management & Organization Behavior	3
MC	352	Radio Production I	3
MG	320	Entrepreneurship and Small Business Management	3
MC	354	Television Production I	3
MC	356	Broadcast Programming I	3
MC	358	Writing for Electronic Media	3
MK	341	Intro to Marketing	3
MC	390	Mass Communications Practicum	3
MG	400	Project Management	3
MC	431	Mass Communications Law	3
MC	499	Senior Seminar in Mass Communication	3
MC	464	Corporate Media	3

Total hours required in the major 36 hrs

Minor in Journalism (News Editorial)

MC 151, MC 250, MC 252, MC 330, MC 380, MC 431, or MC 459 18 hours

Minor in Journalism (Broadcast Journalism)

MC 151, MC 250, MC 252, MC 352, MC 354, MC 431, or MC 463 18 hours

Minor in Journalism (Public Relations/Advertising)

MC 151, MC 250, MC 251, MC 363, MC 431 or MC 455 18 hours

Minor in Broadcast Production/Technology

MC 151, MC 250, MC 252, MC 352, MC 354, MC 356 18 hours

Minor in Media Management

MC 151, MC 250, MC 252, MC 352, MC 358, MC 464 18 hours

COURSE DESCRIPTIONS FOR DEPARTMENT OF MASS COMMUNICATIONS

MC 151 Introduction to Mass Communications 3 semester hours

A course designed to introduce students majoring in mass communications to mass media. It explores the world of mass communications in television, film, radio, print (newspaper, magazines, comics) advertising, and electronic communications (computers and satellites). This course will serve as a basis for later work in specific areas of mass media. It is also intended to supply the necessary information to help the student become a critical consumer of the various forms of mass media.

MC 250 Introduction to Journalism 3 semester hours

Prerequisites: EN 132, and MC 151. An exploration and development of the basic technique of news writing and news gathering, develops in the student a sense of news value with emphasis on policy, principles, ethics and concepts basic to the field.

MC 251 Desktop Publishing 3 semester hours

This course will expose the student to basic design techniques and provide instruction in page layout and typography. The Macintosh computer and specialized software programs will be the basic teaching tools. This computer technology provides easier, more creative ways to reproduce news copy, illustrations and photographs.

MC 252 Introduction to Broadcast Production 3 semester hours

An introductory course designed to give the students practical and theoretical insight into the technical and operational foundation in television, radio, and film.

MC 320 News Editing 3 semester hours

Prerequisite: MC 250. Editing of news articles, evaluating news and its display; editing and rewriting copy for the mass media, with emphasis on the daily newspaper; news judgment, headlines, makeup; and ethical problems.

MC 330 Photojournalism 3 semester hours

A comprehensive introduction to photography and its role and professional use in mass communication with emphasis on the photographic essay. Includes developing and printing black and white still photographs for publication.

MC 350 Mass Communications Research 3 semester hours

Prerequisite: MA 131 and MA 132. An introduction to research as it specifically applies to the field of mass communications. Major emphasis will be placed on a review of the theories and methodologies of research in the field of communications. Also to be included will

be a basic understanding of developing research models, planning and managing investigations and surveys, as well as on the impact of research on society.

MC 352 Radio Production I

3 semester hours

Prerequisite: MC 252. Fundamentals of broadcast announcing, presentation and interviewing; audio control room procedures; audio recording, and editing; use of music and sound effects.

MC 354 Television Production I

3 semester hours

Prerequisite: MC 252. An exploration of basic production techniques for both closed circuit and commercial television, including the operation of camera, sound, light and control equipment and the many effects available to the director, such as special electronic effects and the creative use of graphic materials.

MC 355 Advanced Television Production

3 semester hours

Prerequisite: MC 354. A course designed for intensive and advanced study of production techniques and principles, during which student produces a major video product or studio production.

MC 356 Broadcast Programming I

3 semester hours

A survey of economics, standards and ethics of radio and television programming and management including station operations, management responsibilities, program formats, audience opinion surveys, and program analyses.

MC 357 Broadcast Programming II

3 semester hours

Prerequisite: MC 356. Builds upon students' knowledge of broadcast programming I. Provides direct involvement in coordinating programs as they are aired. The role of program directors in on-air-situations, and preparation of weekly schedules for radio and television is explored.

MC 358 Writing For The Electronic Media

3 semester hours

A basic course in writing for the electronic media (educational and commercial); laboratory in program design and writing skills.

MC 359 Broadcast Journalism

3 semester hours

Prerequisite: MC 358. Introduction to journalism, covering readings, news and commentary, writing, and reporting. Emphasis on electronic journalism techniques, simulation of on-the-air reporting and advanced news production.

MC 361 Communications Graphics

3 semester hours

Provides basic experiences in planning and producing a commonly used television studio, industrial display, and classroom graphics which are applicable in educational, industrial, and medical training programs. Emphasis on computer applications in production graphic design and layout.

MC 362 Public Affairs Reporting

3 semester hours

Advanced training is given to students in the investigation and reporting of specialized public affairs such as conversations, civil and criminal court proceedings, and the discussion of issues by corporate and financial institutions, political parties and other organizations.

MC 363 Public Relations Practices

3 semester hours

Prerequisite: MC 250. A study in principles, policies, practices and techniques of publicity writing in public relations. Layout of actual publicity materials including both print and broadcast. Preparation of information kits. Emphasis on actual usage with cooperating agencies.

- MC 365 Digital Multi-track Recording** **3 semester hours**
Prerequisite: MC 352 Radio Production I. A course designed to provide students with intensive and direct experience in the process of producing professional quality multi-track recording, using digital technology.
- MC 366 Advanced Radio Production** **3 semester hours**
Prerequisite: MC 365. A lecture-laboratory course for writing, research, persuasive communication, and the production of programs. Emphasis is placed on intensive practical hands-on experience of studio equipment.
- MC 380 Magazine Article & Feature Writing** **3 semester hours**
Prerequisite: MC 320. Writing news features and special articles for general circulation magazines, business and trade journals; sources, materials, markets and other factors pertinent to nonfiction writing.
- MC 390 Mass Communication Practicum** **3 semester hours**
Prerequisites: MC 250, MC 252, MC 358. An opportunity of field experience with credit for students to make contributions to the department and campus media-related facilities and offices including the journalism newsroom, WBCC Radio, and the Bethune-Cookman College Television Studio while receiving "hands-on experience" in the discipline. Under special circumstances, students may be allowed to engage in a practicum training outside the college from organizations in fields related to communications.
- MC 431 Communications Law** **3 semester hours**
Prerequisite: MC 250, MC 252. An exploration of the structure and the function of the law in its relationship to the mass media and the relevance of this relationship to the problems of coverage, libel, privacy and freedom of information acts.
- MC 455 Advertising** **3 semester hours**
Theory and practice in advertising copywriting for print and electronic (television and radio) media. Preparation and presentation of ads and commercials for consumer, business, industrial, corporate and public service advertisers.
- MC 458 Advertising & PR Campaigns** **3 semester hours**
Prerequisites: MC 363 and MC 455. A course dealing with conceiving, researching, planning, executing and evaluating advertising and public relations campaigns for the print and broadcast media.
- MC 459 Public Opinion** **3 semester hours**
Prerequisites: MC 250, MC 252. Survey course on principles, problems, techniques, and methodology for ascertaining attitudes.
- MC 460 Advanced News Reporting and Features** **3 semester hours**
A course dealing with advanced development of reportorial skills and writing techniques, with exposure to the special formats of newspaper, radio and television dealing with complex issues and ideas.
- MC 463 Announcing** **3 semester hours**
A laboratory intensive course dealing with basic principles of broadcast announcing and interviewing. Emphasis is given to fundamentals of voice projection, diction, timing, poise, narration and microphone techniques.
- MC 464 Corporate Media** **3 semester hours**
An examination of the rise of the electronic media, focusing on the development of radio

and television broadcasting systems used by industry, business, medicine, education, and military.

MC 490 Internship 12 semester hours

Prerequisite: MC 390. Students and instructors concerned will select an appropriate work area related to the field of broadcasting or an appropriate communications area where the student may gain work experience or on the job training. Students must have an application on file prior to actual training.

MC 499 Senior Seminar in Mass Communication 3 semester hours

Prerequisites: EN 131, EN 132, MC 350; Must have passed three sections of CLAST. An investigation and discussion of social problems, ethics and responsibilities in broadcasting. Senior thesis required.

POL 230 American Government or Politics, State and Local Government 3 semester hours

(See Department of Political Science.)

POL 330 International Politics or POL 350 Transnational Concerns 3 semester hours

(See Department of Political Science.)

CS 132 Computer Applications I 3 semester hours

(See Department of Computer Science.)

CS 133 Internet Applications 3 semester hours

(See Department of Computer Science.)

MG 300 Management & Organizational Behavior 3 semester hours

(See Department of Business Administration.)

MG 320 Entrepreneurship & Small Business Management 3 semester hours

(See Department of Business Administration.)

MK 341 Introduction to Marketing 3 semester hours

(See Department of Business Administration.)

MG 400 Project Management 3 semester hours

(See Department of Business Administration.)

AREA OF MODERN LANGUAGES

Minor in Modern Languages

The Area of Modern Languages offers minors in French, German, and Spanish. The minor consists of 18 hours of course work in one language and its culture starting with MLF 331, MLG 331, or MLS 331 and above.

The Study Abroad Program

The Study Abroad Program is recommended although not required. However, it is required for those students who plan to intern abroad. Students are urged to contact the study abroad advisor of international studies, the modern languages coordinator, and the major advisor one year in advance of their planned travel, in order to enter into an academic agreement which allows the transfer of foreign credits from institutions abroad to Bethune-Cookman College. The Study Abroad Program is open to all students at the College. Please see the Modern Language webpage for links to the Study Abroad Program.

High School Language Stipulation

Any incoming student with two years of French, two years of German or two years of Spanish in High School with a grade of A or B is required to start at MLF 231, MLG 231 or MLS 231 level.

COURSE DESCRIPTIONS FOR THE AREA OF MODERN LANGUAGES

FRENCH

MLF 131 Elementary French I **3 semester hours**

A foundation course, emphasizing basic skills: listening, writing, speaking, and reading. Introduction to important grammatical principles. Laboratory required.

MLF 132 Elementary French II **3 semester hours**

Prerequisite: MLF 131. A continuation of Elementary French I.

MLF 231 Intermediate French I **3 semester hours**

A course designed for students who have successfully completed a minimum of two years of French in high school with at least an average of A or B or MLF 131 and MLF 132.

MLF 232 Intermediate French II **3 semester hours**

Prerequisite: MLF 231. A continuation of Intermediate French I.

MLF 331 Advanced Composition and Conversation I **3 semester hours**

Prerequisite: MLF 232. This course focuses on the development of language skills and cultural awareness of the French world. It is the first course towards the minor.

MLF 332 Advanced Composition and Conversation II **3 semester hours**

Prerequisite: MLF 331 or instructor's approval. A continuation of Advanced Composition and Conversation I.

MLF 336 Culture and Civilization of France I **3 semester hours**

Prerequisite MLF 332. A cultural approach to the history, customs, geography, social institutions, and arts in France.

MLF 337 Culture and Civilization of France II **3 semester hours**

Prerequisite: MLF 332. A cultural approach to the history, customs, geography, and social institutions of France and Francophone nations.

MLF 431 Introduction to French Literature I **3 semester hours**

Prerequisite: MLF 332. This course is a study of major French writers from the Middle Ages through the 17th Century.

MLF 432 Introduction to French Literature II **3 semester hours**

Prerequisite: MLF 332. This course is a study of major French writers from the 18th Century to the present, including major Black writers. This course may precede MLF 431.

GERMAN

MLG 131 Elementary German I **3 semester hours**

A foundation course, emphasizing basic skills: listening, writing, speaking, and reading. Introduction to important grammatical principles. Laboratory required.

MLG 132 Elementary German II 3 semester hours

Prerequisite: MLG 131. A continuation of MLG 131.

MLG 231 Intermediate German I 3 semester hours

A course designed for students who have successfully completed a minimum of two years of German in high school with at least an average of A or B or MLG 131 and MLG 132.

MLG 232 Intermediate German II 3 semester hours

Prerequisite: MLG 231. A continuation of MLG 231.

MLG 331 Advanced Composition and Conversation I 3 semester hours

Prerequisite: MLG 232. This course focuses on the development of language skills and cultural awareness of the German world. It is the first course towards the minor.

MLG 332 Advanced Composition and Conversation II 3 semester hours

Prerequisite: MLG 331 or instructor's approval. A continuation of MLG 331.

MLG 336 Culture and Civilization of Germany I 3 semester hours

Prerequisite: MLG 332. This course examines the major historical periods and cultural movements of Germany. The course reflects current scholarship in its examination of history, politics, literature, art, and music.

MLG 337 Culture and Civilization of Germany, Austria and Switzerland II 3 semester hours

Prerequisite: MLG 332. This course concentrates mainly on Austria and Switzerland.

MLG 431 Introduction to German Literature I 3 semester hours

Prerequisite: MLG 332. This course is a study of major German writers from the Middle Ages through the 18th Century.

MLG 432 Introduction to German Literature II 3 semester hours

Prerequisite: MLG 332. This course is a study of major German writers from the 19th Century to the present. This course may precede MLG 431.

GREEK

MLK 131 Elementary Greek I 3 semester hours

A foundation course, emphasizing basic skills: listening, writing, speaking and reading. Introduction to important grammatical principles. Emphasis is placed upon Greek of the New Testament.

MLK 132 Elementary Greek II 3 semester hours

Prerequisite: MLK 131. A continuation of MLK 131.

ITALIAN (Primarily for Music majors)

MLI 131 Elementary Italian 3 semester hours

A foundation course emphasizing basic skills: listening, speaking, reading and writing. Introduction to important grammatical principles. Laboratory required.

MLI 132 Elementary Italian II 3 semester hours

Prerequisite: MLI 131. A continuation of MLI 131.

SPANISH

MLS 131 Elementary Spanish 3 semester hours

A foundation course, emphasizing basic skills: listening, writing, speaking and reading. Introduction to important grammatical principles. Laboratory required.

MLS 132 Elementary Spanish II 3 semester hours

Prerequisite: MLS 131. A continuation of MLS 131.

MLS 231 Intermediate Spanish I 3 semester hours

A course designed for students who have successfully completed a minimum of two years of Spanish in high school with at least an average of A or B or MLS 131 and MLS 132.

MLS 232 Intermediate Spanish II 3 semester hours

Prerequisite: MLS 231. A continuation of MLS 231.

MLS 331 Advanced Composition and Conversation I 3 semester hours

Prerequisite: MLS 232. This course focuses on the development of language skills and cultural awareness of the Spanish world. It is the first course towards the minor.

MLS 332 Advanced Composition and Conversation II 3 semester hours

Prerequisite: MLS 331 or instructor's approval. A continuation of MLS 331.

MLS 336 Culture and Civilization of Spain I 3 semester hours

Prerequisite: MLS 332. This course examines the major historical periods and cultural movements of Spain. The course reflects current scholarship in its examination of history, culture, and civilization.

MLS 337 Culture and Civilization of Hispanic Americans 3 semester hours

Prerequisite: MLS 332. A cultural approach to the history, customs, geography, social institutions, and the arts in Spanish America. Emphasis on similarities and differences among countries.

MLS 431 Introduction to Spanish Literature 3 semester hours

Prerequisite: MLS 332. This course is a study of the literature of Spain through representative works by major literary figures from the Middle ages to the present.

MLS 432 Introduction to Spanish - American Literature 3 semester hours

Prerequisite: MLS 332. This course is a study of major Pre-Colonial and Spanish-American writers and their works from pre-colonial times to the literary explosion of the 1960's in Spanish-American literature. This course may precede MLS 431.

DEPARTMENT OF MUSIC

The Department of Music offers degree programs leading to the Bachelor of Arts in music, with concentrations in music performance and music technology, and the Bachelor of Arts in music education. The concentration in music performance is designed for students interested in a performing career. The concentration in music technology is designed for students interested in careers in the music industry. The Bachelor of Arts in music education is designed for students interested in a teaching career in K-12.

Music Area Goals

The goals of the Department of Music are: (1) to produce a music professional who can critically think and reason about the subject of music, and who can apply such to his/her musi-

cal activities; (2) to provide a study of western music, music of African-American heritage, and popular world music; and (3) to prepare students for career and graduate school opportunities in music.

Admission to the Program

All students applying to the music major must (1) gain admissions to the College; (2) complete a “Supplemental Application for Music Admissions;” and (3) complete a live audition on a principal instrument or voice. Video taped auditions are acceptable.

All students admitted to the music major must pass a placement examination in music theory. Placement examinations are administered during the audition visit or at a scheduled time during new student orientation.

Major Requirements

All music majors must complete the music core, degree program specific courses, and all general education requirements. Music education majors must also complete all teacher education requirements.

Applied music examinations (Juries) are given to evaluate achievement of exit standards at each level of applied instruction. A minimum grade of “C” is required to progress to the next level. Any student not passing the jury will be reviewed by the examination committee for possible placement in probationary status. Probationary status can only be repeated once during the student’s matriculation.

All music performance majors are required to complete eight semesters of study in a minor instrument. Music performance majors pursuing piano as a major instrument must enroll in one or more of the following areas for eight semester hours: brass, percussion, voice, or woodwind. Music performance majors pursuing brass, percussion, or woodwind as a major instrument must enroll in piano for a minimum of four semester hours and one or more of the following four an additional eight semester hours: piano, brass, woodwind, or percussion. Voice majors must enroll in piano for eight semester hours.

Attendance at recitals is required of all music majors and counts as 10 percent of the applied music grade. Absence from recitals can be excused only by the applied instructor. Students at the sophomore level and above must perform on student recital at least once each semester. A semester jury during the final examination period is required for all applied music courses. Juries are 15 percent of the applied music grade.

Music performance majors must give a public recital at both the junior and senior levels. Music education majors must give a recital at the senior level. The music faculty will determine the type of recital to be given: (1) public recital; (2) departmental recital; i.e., open to members of the music department and faculty; or (3) a faculty recital, open to members of the music faculty.

Bachelor of Arts in Music Education

Course Requirements

General Education Program	47 hours
Music Core	41 hours
Degree Program Core	10 hours
Teacher Education Program	43 hours
TOTAL	141 hours

In addition to course requirements, all music education majors must pass the Florida Teacher Certification Examination - Professional, Subject Area, and General Knowledge, and all parts of the College-Level Academic Skills Test (CLAST). CLAST waivers are not available to education majors.

Bachelor of Arts in Music with a concentration in Music Technology

The Bachelor of Arts in music with a concentration in music technology is designed for the student interested in careers in the music industry. Program graduates typically work in recording studios, sound reinforcement companies, radio and television stations, advertising agencies, theme parks, etc. A background in music is required for acceptance into this program.

Course Requirements

General Education Program	47 hours
Music Core	41 hours
Degree Program Core	39 hours
TOTAL	127 hours

Bachelor of Arts in Music with a concentration in Performance

The Bachelor of Arts in music with a concentration in performance is designed for the student interested in a performing career. A jury audition is required for acceptance into this program.

Course Requirements

General Education Program	47 hours
Music Core	45 hours
Degree Program Core	34 hours
TOTAL	126 hours

CORE (Required for all Majors in Music)

Music History and Theory (21 Semester Hours)

The history and theory sequence consist of four semesters of music theory, two semesters of music history, and one semester of conducting.

Music Theory:	MU 231, 232, 333, 334 (12 hrs)
Music History:	MU 324, 325 (6 hrs)
Conducting:	MU 436 (3 hrs)

Majors in music education and music technology may qualify for advanced course in music theory (MU 435, 437, 439). These courses, however, are required for majors in music performance.

Applied Studies (20-24 Semester Hours)

The performance studies sequence consists of six semesters of applied music, six semesters of ensembles, and two semesters of class piano. The core provides students with experiences in performance preparation. A jury and a performance on student recital is required each semester.

Applied Music:	Music Education Majors: MU 111, 112, 211, 212, 311, 312, 411 (8 hrs)
	Music Technology Majors: MU 111, 112, 211, 212, 311, 312 (6 hrs)
	Music Performance Majors: MU 121, 122, 221, 222, 321, 322, 421, 422 (14 hrs)
Ensemble:	MU 110 - six semesters for all majors (6 hrs)
Class Piano or Voice:	MUM or MUN 111, 112 - All Majors (2 hrs)

Majors in music performance are required to take two additional semesters of applied music and six additional semesters of class piano/voice. Majors in music education are required to take one additional semester of applied music. A junior and senior recital is required for performance majors and a senior recital for music education majors. There is no exit level recital requirement for music technology majors. See “additional requirements for specific music degree programs” below.

Research, Professional Development, and Technology (6 Semester Hours):

Provides professional development experiences in research writing, common issues within the profession, and the use of technology in the subject area.

Research:	MUS 499
Professional Development:	HU 180, 280, 380, 480 (2 semesters of each level)
Technology:	MU 133

Degree Program Core

MUSIC EDUCATION (53 Semester Hours)

Music Methods (8):	MU 213, 214, 313, 314, 413, 369
Senior Recital (2):	MU 411
Professional Education (31):	PH 224, HI 231 or 232, PS 236, ED 231, ED 352, EDA 352, MA 390, ED 351, ED 369, ED 403, EDB 352, EDP 499, EDM 380 (six semesters) (31 semester hours)
Teaching Internship (12):	ED 462, EDX 462 (12 hours)

MUSIC TECHNOLOGY (39 Semester Hours)

Music Technology (15):	MU 432, 343, 344, 450, 498
Business (6):	MG 300, MK 341
Music Electives (6):	MU 435, 437 Recommended
Internship (12)	

MUSIC PERFORMANCE (34 Semester Hours)

Modern Language (6):	ML 131, 132 or 231, 232 (in addition to general ed. requirement)
Advanced Music Theory (9):	MU 435, 437, 439
Music Electives (9):	MU 213, 214, 313, 314, 412 (recommended)

Minor Instrument (6):	MUM or MUN 211, 212, 311, 312, 411, 412
Junior Recital (2):	MU 322
Senior Recital (2):	MU 422

Minor in Music

Music Theory: MU 231, 232

Music History: MU 324, 325

Ensemble: MU 110 (for two semesters)

Applied Music: Major and/or minor instrument

111, 112, 211, 212 TOTAL 18 hours

COURSE DESCRIPTIONS FOR THE DEPARTMENT OF MUSIC**MU 099 Applied Music: Music Instrument 1 semester hour**

A preparatory course for music majors who do not have sufficient background to begin applied music instruction at the 111 or 121 level but who show promise for advancement. Credit for this course cannot be applied toward a music degree program but it may be repeated once upon approval of the applied instructor.

MU 110 Ensemble: Instrumental, Vocal 1 semester hour each

Concert Band, Symphonic Band, Marching Band, Pep Band, Jazz Ensemble, Jazz Combo, Concert Chorale, Young Artists, Opera Workshop, Chamber Singers, Brass Ensemble, Woodwind Ensemble, Percussion Ensemble. Ensembles are open to all students of the College with consent of the instructor and may be repeated for credit.

MUA 110 Concert Band 1 semester hour

Study and performance of standard and contemporary literature for concert band.

MUB 110 Marching Band 1 semester hour

Study and performance of marching band literature and marching techniques.

MUC 110 Concert Chorale 1 semester hour

Study and performance of standard and contemporary choral literature.

MUD 110 Jazz Ensemble 1 semester hour

Study and performance of standard and contemporary literature for large jazz ensembles.

MUE 110 Young Artists 1 semester hour

A small ensemble of selected singers to perform literature of various popular periods.

MUF 110 Opera Workshop 1 semester hour

Practical experience in stage movement and performance of opera and opera excerpts.

MUG 110 Brass Ensemble 1 semester hour

Study and performance of standard and contemporary literature brass chamber ensembles.

MUH 110 Woodwind Ensemble 1 semester hour

Study and performance of standard and contemporary literature for woodwind chamber ensembles.

MUI 110 Percussion Ensemble 1 semester hour

Study and performance of standard and contemporary literature for percussion chamber ensembles.

- MUJ 110 Chamber Singers** **1 semester hour**
Study and performance of standard and contemporary literature for vocal chamber ensembles.
- MUN 110 Symphonic Band** **1 semester hour**
Study and performance of advanced standard and contemporary band literature.
- MUO 110 Jazz Combo** **1 semester hour**
Study and performance of standard and contemporary jazz styles for small jazz ensembles. Emphasis is on the art of improvisation
- MUP 110 Pep Band** **1 semester hour**
Small ensemble for pep rallies and indoor athletic events.
- MU 111-112 Applied Music: Major Instrument/Voice** **1 semester hour**
(Music Education and Music Technology Majors)
Placement by audition. Individual instruction in the standard and contemporary literature and techniques for the student's principal instrument or voice.
- MUM 111-112 Class Piano** **1 semester hour**
Class instruction in piano as a minor instrument. Basic fundamentals of the instrument are stressed. Required of all music majors except those with piano as a principal instrument.
- MUN 111-112 Class Voice** **1 semester hour**
Class instruction in the student's minor instrument. Basic fundamentals of the instrument are stressed. Required of all piano majors.
- MU 121-122 Applied Music Major: Major Instrument** **1 semester hour**
(Performance Majors)
Placement by audition. Individual instruction in the techniques and performance literature for the student's principal instrument or voice.
- MU 133 Computer Applications in Music** **3 semester hours**
A study in the basic concepts in computing, and the way computers are and can be used in music.
- MU 211-212 Applied Music: Major Instrument/Voice** **1/1 semester hour**
Placement by jury. Individual instruction in the techniques and performance literature for the student's principal instrument/voice.
- MUM 211-212 Class Piano or MUN 211-212 Class Voice** **1/1 semester hour**
Class instruction in piano as a minor instrument. Required of all performance majors.
- MU 213 Vocal Methods** **1 semester hour**
Emphasis is upon developing and teaching basic concepts of vocal techniques appropriate to teaching vocal music in K-12.
- MU 214 String Methods** **1 semester hour**
Emphasis is upon developing and teaching basic concepts of string instruments.
- MU 221-222 Applied Music: Major Instrument/Voice** **2 semester hours**
(Performance Majors)
Placement by jury. Individual instruction in the techniques and performance literature for the student's principal instrument/voice.

MU 231 Theory of Music I 3 semester hours

A review of music fundamentals and the study of diatonic harmonic and melodic materials of the common practice period. Beginning studies in ear training and sight singing. Three lectures and two laboratory meetings each week.

MU 232 Theory of Music II 3 semester hours

Prerequisite: MU 231. A study of harmonic progressions of the common practice. Emphasis is on part-writing and analysis. Continuation of dictation and sight singing skills. Three lectures and two laboratory meetings each week.

MU 233 Advanced Computer Application 3 semester hours

Prerequisite: MU 133. A study in the advanced concepts in computing and the way computers are and can be used in music.

MU 311-312 Applied Music: Major Instrument/Voice 1/1 semester hour

Placement by jury. Individual instruction in the techniques and performance literature for the student's principal instrument.

MUM or MUN 311-312 Class Piano or Class Voice 1/1 semester hour

Class instruction in piano as a minor instrument. Required of all performance majors.

MU 313 Percussion Methods 1 semester hour

Emphasis upon developing and teaching basic concepts of percussion instruments.

MU 314 Brass Methods 1 semester hour

Emphasis upon developing and teaching basic concepts of brass instruments.

MU 321-322 Applied Music Junior Recital (Performance Majors) 2/2 semester hours

Placement by jury. Individual instruction in the techniques and performance literature for the student's principal instrument. Recital required of MU 322. A public recital is required for 322 level for performance majors.

MU 324-325 Music History I & II 3/3 semester hours

Prerequisite: MU 231, 232. A study of the development of music from the middle ages to the twentieth century. Score study and listening are emphasized. Term project required.

MU 333 Theory of Music III 3 semester hours

Prerequisite: MU 231, 232. A study of chromatic harmony, including seventh chords, altered chords, and chromatic modulations. Continuation of ear training and sight-singing skills. Three lectures and two laboratory meetings each week.

MU 334 Theory of Music IV 3 semester hours

Prerequisite: MU 231, 232. Introduction to modal counterpoint, tonal counterpoint, musical form, twelve tone serialism, and select 20th century styles. Continuation of ear training and sight-singing skills. Three lecture and two laboratory meetings each week.

MU 343 Music Production I 3 semester hours

Prerequisite: MU 133. This course examines the equipment, concepts, and techniques of recording and mixing sound, and its integration with MIDI technology. The course includes microphone selection and techniques, digital tape recording, direct-to-disk recording, recording console techniques, pre-production signal processing, digital sampling, synthesis, sound design, scoring for electronic instruments.

- MU 344 Music Production II** **3 semester hours**
 Prerequisite: MU 343. This course examines the equipment, concepts and techniques of sound postproduction. The course includes advanced digital editing techniques using industry standard "pro tools," finalizing signal processing, mastering for recording and multimedia audio, MMC, MTC, and SMPTE synchronization techniques, and the seamless integration of MIDI and audio.
- MU 369 Special Music Methods** **3 semester hours**
 Prerequisite: ED 352/EDA 352 Practicum. A study of music in relation to the growth needs of children in elementary, middle school and senior high school.
- MU 411-412 Applied Music: Major Instrument/Voice** **2/2 semester hours**
 Placement by jury. Individual instruction in the advanced techniques and performance literature for the student's principal instrument/voice.
- MUM 411-412 Class Piano or MUN 411-412 Voice** **1/1 semester hour**
 Class instruction in piano as a minor instrument.
- MU 413 Woodwind Methods** **1 semester hour**
 Emphasis upon developing and teaching basic concepts of woodwind instruments.
- MU 414 Guitar Methods** **1 semester hour**
 Emphasis upon developing and teaching basic concepts of guitar.
- MU 411 Senior Recital: Major Instrument
 (Music Education Majors)** **2 semester hours**
 Placement by jury. Individual instruction in the techniques and performance literature for the student's principal instrument/voice. A recital is required.
- MU 421 Applied Music: Major Instrument
 (Performance Majors)** **2 semester hours**
 Placement by jury. Individual instruction in the techniques and performance literature for the student's principal instrument/voice.
- MU 422 Senior Recital: Major Instrument
 (Performance Majors)** **2 semester hours**
 Placement by jury. Individual instruction in the techniques and performance literature for the student's principal instrument/voice. A public recital is required.
- MU 430 Instrumental Methods and Techniques** **3 semester hours**
 Advanced topics in the development of instrumental music programs.
- MU 433 Music In the Black Church** **3 semester hours**
 The study of music of Black churches that follow a traditional heritage or folk pattern: the Negro spiritual, the jubilee song, the metered hymn in the oral tradition, and gospel song.
- MU 434 Choral Methods and Techniques** **3 semester hours**
 Prerequisites: MU 231, 232, MU 111-112 or MU 121-122. Advanced topics in the development of choral music programs.
- MU 435 Arranging for Vocal and Instrumental Ensembles** **3 semester hours**
 Prerequisites: MU 231, 232, 333. Practical arranging and scoring techniques for vocal instrumental ensembles.

MU 436 Conducting 3 semester hours

Prerequisites: MU 231, 232, 333, 334. Basic methods and techniques of conducting. Course provides laboratory experience in conducting instrumental and vocal ensembles.

MU 437 Form & Analysis 3 semester hours

Prerequisites: MU 231, 232, 333, 334. Study of standard instrumental and vocal forms in tonal music.

MU 439 Eighteenth Century Counterpoint 3 semester hours

Prerequisite: MU 231, 232, 333, 334. Basic techniques of 18th century tonal counterpoint. Emphasis is on the Well-tempered Clavier and Two-part inventions of J. S. Bach.

MU 450 Multimedia Audio (Mixed Media, Movies, Animation) 3 semester hours

Prerequisite: MU 133, 343, 344, 432. This course examines the software, hardware, and techniques of multimedia audio production using microcomputers and microprocessors. The course includes sound integration techniques for video, movies, animation, and audio applications for the WEB, e.g., Real Audio, MP3.

MU 462 Student Teaching 12 semester hours

Corequisite: ED 462X. A course designed as the final phase of the field experience. A period of intensive training through an assignment to a public school. Secondary majors are assigned to their specialty classrooms. Emphasis is placed on the development of the competencies to be demonstrated during the Professional Orientation Program.

MU 464 Music Technology and Recording Internship 12 semester hours

Prerequisite: Completion of all other course work. A semester internship in a professional business and/or organization which has audio recording, multimedia audio production, or multimedia-based web applications as one of its primary offerings. Typical assignments include professional recording studios, audio technology resource centers, web design companies, theme parks, and advertising agencies. Internships at advertising agencies will only be approved if the position offers sound application as its primary assignment.

MUS 498 Senior Project 3 semester hours

Prerequisite: MU 133, 432, 343, 344, 450 (may be corequisite). A final project demonstrating comprehensive knowledge and application in either audio production, multimedia audio production, or multimedia audio web applications. Typical projects include music for a full-length compact disc, music for a music video, a multimedia recital or an interactive CD ROM/DVD. All projects and project designs must be pre-approved.

MU 499 Senior Seminar in Music 3 semester hours

Research topics in music and music education. A scholarly paper on a significant topic in music or music education will be required for completion of the course. Also includes comprehensive exit examinations.

THE DEPARTMENT OF RELIGION AND PHILOSOPHY

The Department of Religion and Philosophy offers a degree program leading to the Bachelor of Arts in religion and philosophy.

Bachelor of Arts in Religion and Philosophy

Students may choose an area of concentration for the degree, either **Christian studies** or **philosophy**. Students who choose the Christian studies concentration must take Greek as a language; students who choose philosophy may take any foreign language. Eighteen hours are

available for electives and students are encouraged to choose a minor in another discipline. Religion and philosophy can be combined with courses in business, music, education, journalism, the social sciences, or almost any other discipline depending on a student's interests and career goals.

Admission to the Program

Admission is through a formal declaration of major.

Major Requirements

In addition to the general education requirements in the department of religion and philosophy, the degree requires 18 additional semester hours in required religion and philosophy courses and 15 semester hours as specified by the area of concentration. Both areas of concentration will include a minimum of 33 hours in religion and philosophy beyond the introductory level. All courses in the major must be passed with a minimum grade of C. A comprehensive exit examination is required for Religion and Philosophy majors in both areas of concentration.

Course Requirements

General Education Program (will include RP 120 or RP 130 and RP 230)	49 hours
Additional Humanities (HU 231, 232, or 233)	3 hours
Additional courses (BA 130; SC 305 or SC 335)	6 hours
Required RP courses	24 hours
(231, 232, 339, 340, 341, 434, 436, and 458)	
Areas of Concentration courses (Christian Studies or Philosophy)	15 hours
Christian Studies:	
RP 331, RP 333 or 335; RP 336 or 337; RP 435;	
and one of these: MU 431, MU 433, or SC 403.	
Philosophy:	
RP 335 or 337, RP 355, RP 430; EN 340;	
and one of these: MU 431, MU 433, or SC 403.	
Field Work (RP 490)	3 hours
Research and Senior Seminar (RP 498 and 499)	6 hours
Humanities Professional Seminar (HU 180, 280, 380 and 480)	0 hours
Electives	18 hours
TOTAL HOURS REQUIRED FOR DEGREE	124 hours

Minor in Religion and Philosophy

In addition to either RP 120 or 130 (taken for General Education) any three of these: 331, 333, 335, 336, 337, 340, 341, or 435 (9 hours) and any three of the following: 230, 231, 232, 339, 355, 430, 434, or 436 (9 hours)

TOTAL HOURS REQUIRED 18 hours

COURSE DESCRIPTIONS FOR THE DEPARTMENT OF RELIGION AND PHILOSOPHY

RP 120 Introduction to Religion and Philosophy 3 semester hours
A multi-cultural study of religious and philosophical answers to the ancient questions concerning the existence of God, the nature of truth, the purpose of life, and the goal of society. Introduces critical thinking as a fundamental of religion and philosophy.

RPA 130 Introduction to Bible (Old Testament) 3 semester hours

A survey of the Old Testament dealing with the Bible in its historical setting and from the viewpoint of literature and religion.

RPB 130 Introduction to Bible (New Testament) 3 semester hours

A survey of the New Testament dealing with the Bible in its historical setting and from the viewpoint of literature and religion.

NOTE: Students must pass one of the introductory courses above in order to enroll in higher-level courses.

RP 230 Ethics 3 semester hours

Prerequisite: RP 120 or RP 130, and EN 131. A course that examines the moral standards of our culture and considers theories and applications of moral reasoning to some of the social and personal complexities of our time.

RP 231 History of Ancient and Medieval Philosophy 3 semester hours

Prerequisite: RP 120 or RP 130, and EN 131. A study of western philosophy from its inception to 1400 A.D.; its relation to social and cultural origins; its role in the contemporary intellectual climate.

RP 232 History of Modern Philosophy 3 semester hours

Prerequisite: RP 120 or RP 130, and EN 131. A study of leading philosophers from the Renaissance to the present day: idealists, positivists, pragmatists, and existentialists, with special reference to Descartes, Locke, Berkeley, Kant, Kierkegaard and Sartre.

RP 331 History of Christianity 3 semester hours

Prerequisite: RP 120 or RP 130, and EN 131 and EN 132, RE 260. A survey of the history of the Christian faith from apostolic times to the present. Particular attention will be given to the doctrinal controversies of the Latin and Greek Fathers, the Protestant Reformation, and the spread of Christianity from Europe to the New World, Asia and Africa.

RP 333 The Prophets of Israel 3 semester hours

Prerequisite: RP 120 or RP 130, and EN 131, RE 260. A study focusing on the later Prophets with major attention directed to Isaiah, Jeremiah, and Ezekiel and to the "minor prophets" Amos, Hosea, and Micah.

RP 335 Life and Teachings of Jesus 3 semester hours

Prerequisite: RP 120 or RP 130, and EN 131, RE 260. An examination of the life and teachings of Jesus within Jesus' own historical setting. Attention is given to the religious-historical background of his ministry, to his life and teachings as presented in the synoptic Gospels, and to contemporary applications of his teachings.

RP 336 Life and Teachings of Paul 3 semester hours

Prerequisite: RP 120 or RP 130, and EN 131, RE 260. An examination of Paul's thought and teaching, and the missionary journeys which made Christianity a world religion. Particular attention is given to Paul's interpretation of the Christian message for contemporary life.

RP 337 Genesis 3 semester hours

Prerequisite: RP 120 or RP 130, and EN 131, RE 260. An examination of the book of Genesis with emphasis upon its modern application to moral and ethical problems.

RP 339 Logic 3 semester hours

Prerequisite: RP 120 or RP 130, and EN 131, RE 260. An analysis of the process of correct thinking; the nature and structure of argument; the forms of valid reasoning, analysis,

and definition. A study of the fundamentals of the scientific method for the organization of knowledge, utilizing the discipline of clear and consistent thinking.

RP 340 Religions in America

3 semester hours

Prerequisite: RP 120 or RP 130, and EN 131, RE 260. Traces in roots of America's Protestant denominations to the Reformation and the arrival in America of the dominant religious groups - Catholic, Protestant, and Jewish - along with a consideration of several alternative religious groups.

RP 341 Religions of the World

3 semester hours

Prerequisite: RP 120 or RP 130, and EN 131, RE 260. After a brief look at the religious beliefs and expressions of the ancient world, the course will examine the religions of India, China, Japan, and Africa as well as the traditions of Judaism, Christianity, and Islam.

RP 355 Contemporary Philosophy

3 semester hours

Prerequisite: RP 231 or 232, and EN 131 and 132, RE 260. A study of leading thinkers from the twentieth century to the present day with an inquiry into the prominent concerns in contemporary philosophy.

Note: Students must have reached junior or senior classification and have passed or waived the reading, English language skill, and essay sections of CLAST to enroll in courses numbered 400 or above.

RP 430 Human Nature and Knowledge

3 semester hours

Prerequisite: RP 120 or RP 130, and EN 131 and EN 132; RE 260; RP 231 or 232. The fundamental questions about human nature and the reliability of human knowledge will be explored both historically and cross-culturally.

RP 434 Death, Immortality, and the Problem of Evil

3 semester hours

Prerequisite: RP 120 or RP 130, and EN 131 and EN 132, RE 260. A study of the topics of suicide, abortion, euthanasia, capital punishment, the right to life, and other relevant topics. Use of materials from philosophy, psychology, sociology, and religion.

RP 435 Black Church/Black Theology

3 semester hours

Prerequisite: RP 120 or RP 130, and EN 131 and EN 132, RE 260. A study of the significance of the church in the Black culture, its historical perspective and present role in the community. Includes contributions of outstanding Black theologians to religious thinking.

RP 436 Philosophy of Religion

3 semester hours

Prerequisite: RP 120 or RP 130, and EN 131 and EN 132, RE 260; RP 231 or 232. An examination of the classical and contemporary theories for belief in God, the problem of evil, different claims of religious truths, religious views on human destiny, religious language, and religion and moral values.

RP 458 Moral Values and Contemporary Issues

3 semester hours

Prerequisite: RP 120 or RP 130, and EN 131 and EN 132, RE 260. The development of skills of critical analysis through the study of important philosophical themes underlying contemporary moral issues such as abortion, euthanasia, economic justice, sexual equality and others.

RP 490 Field Work

3-9 semester hours

Prerequisite: RP 120 or RP 130, and EN 131 and EN 132. Assignment to a local church or other organization to work at least six hours a week per semester in a field related to the student's career goals. Activities will vary but must be approved by the supervising internship director and the student's faculty advisor.

RP 498 Research in Religion and Philosophy**3 semester hours**

Prerequisite: RP 120 or RP 130, and EN 131 and EN 132, RE 260; junior or senior standing and completion or waiver of the reading, English language, and writing parts of the CLAST exam. The purpose of this course is to introduce students to research methodology and instruct them in doing scholarly research in the field. The format of the course is designed to assist students in designing a project, beginning the research, and completing a prospectus for their senior project. At the end of the course, students will orally present a proposal at the departmental seminar for critique by faculty and students.

RP 499 Senior Seminar in Religion and Philosophy**3 semester hours**

Prerequisite: RP 120 or RP 130, and EN 131 and EN 132, RE 260; senior standing and completion or waiver of all parts of the CLAST exam; RP 498. This course is intended to provide guidance for students refining and developing the research project proposed and approved in RP 498. This course enables students to finish the research, complete the senior paper, and successfully defend it before a faculty committee.

THE DEPARTMENT OF SPEECH COMMUNICATION AND THEATRE ARTS

The ability to communicate effectively in professional and social environments is fundamental to career success and personal fulfillment. The Bachelor of Arts in speech communication and theatre arts provides formal study of the principles, motivations, contexts, channels, patterns, analysis, and ethics of communication and performance within settings and circumstances inherent in the human experience. To facilitate students' specific career and personal goals, speech communication offers concentrations in general speech communication, speech communication interdisciplinary studies, and theatre arts-performance. These concentrations support interest in such careers as law, counseling, sales, real estate, marketing, teaching, motivational speaking, lobbying, politics, the ministry, employee training as well as acting, directing, producing, and theatre education.

General Speech Communication Concentration

For the speech communication generalist, coursework focuses on human communication in a variety of contexts. The Bachelor of Arts with a concentration in general speech communication is designed for students who are interested in pursuing careers in sales, marketing, motivational speaking, employee training and development, lobbyists, and business and industry company spokespersons. Students whose career goal is to become a speech communication generalist are expected to be actively involved in the activities of the Thurgood Marshall Speech and Debate Society or the L. Goolsby Daye Speakers' Bureau. While clearly targeted for the needs and interests of majors, these student organizations are open to any interested student.

Speech Communication Interdisciplinary Studies Concentration

The Bachelor of Arts with a concentration in speech communication interdisciplinary studies is designed to train students who are interested in going to graduate and professional schools. Many students within this concentration enter law school, divinity school or pursue advanced degrees in order to develop specializations or teach at the college or university levels. For students with a concentration in interdisciplinary studies, 18-21 semester hours are set aside for focused study in a specific cognate area. Students whose concentration is speech communication interdisciplinary studies are expected to become active in student organiza-

tions specific to their cognate areas (Pre-Law Club, Future Educators of America, BEEP, Psychology Club, etc.)

Theatre Arts - Performance Concentration

The Bachelor of Arts with a concentration in Theatre Arts - Performance (acting) is designed to train students who are interested in such fields of work as acting, directing, producing, voice talent for radio, film, television, sales, marketing, news reporting, and theatre arts education. To facilitate students' goals, performance students study theatre history, dramatic literature, dance, actor movement, and some design and technical theatre. Performance study also places emphasis on the development of critical thinking, creativity, and interpersonal and intrapersonal skills. Enrollment in Performance Repertory is required for the concentration. Students whose concentration is performance must also be actively involved in the Mary McLeod Bethune Tra-Co-Dram Players. Orchesis Dance Ensemble and the Speakers' Bureau also support the preparation of students within this concentration. Students, outside of the major, are also invited to participate in these organizations.

Admission to the Program

Admission to the program requires formal notification through the department head's office and completion and submission of appropriate declaration of major forms. Students declaring performance as their concentration are required to present a dramatic monologue and song as a condition of acceptance into the concentration. This requirement must be met no later than the fourth week into the semester.

Major Requirements for Concentrations

A total of 124 hours are required for both general speech communication and speech communication interdisciplinary studies. A total of 130 hours are required for performance (acting). A 20-25 page senior thesis and thesis oral defense are also required. Performance majors are required to have at least one principal role in a main stage production or a student-created/directed work. Three of the four sections of the CLAST exam must be passed PRIOR to enrolling in the senior thesis course, SC 499 or TA 499. Twelve semester hours of internship are required for each concentration. Majors must pass all department courses with a "C" or better.

Course Requirements for General Speech Communication

General Education Program	49 hours
Modern Languages	6 hours
Core Course Requirements SC 201, 203, 301, 220	12 hours
Major Required Courses:	
SC 300, 304, 305, 335, 401, 499, TA 245	21 hours
SC 407 Special Topics in Speech/Theatre	15 hours
TA 103 Participation Seminar	3 hours
Free Electives	6 hours
SC 490 Internship	12 hours
HU 180, 280, 380, 480	0 hours
TOTAL	124 hours

Course Requirements for Speech Communication Interdisciplinary Studies

General Education Program	49 hours
Modern Languages	6 hours
Core Course Requirements SC 201, 203, 301, 220	12 hours
Major Required Courses:	
SC 300, 304, 305, 335, 401, 499, TA 245	21 hours
SC 407 Courses	6 hours
Interdisciplinary Studies Courses	18 hours
SC 490 Internship	12 hours
HU 180, 280, 380, 480	0 hours
TOTAL	124 hours

Course Requirements for Performance

General Education Requirements	49 hours
Modern Languages	12 hours
Core Course Requirements: TA 100, 101, 102, and 302	12 hours
Major Required Courses:	
TA 107, 201, 220, 221, 245, 300, 301, 320, 330, 401	45 hours
402, 420, 421, 430, 499	
TA 490 Internship	12 hours
HU 180, 280, 380, 480	0 hours
TOTAL	130 hours

Minor in General Speech Communication

SC 201, 220, 301, 335, 401 or TA 101 and SC 407	18 hours
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Minor in Theatre Arts

TA 101, 102, 301, 302, 401, 402	18 hours
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Tra-Co-Dram, the Mary McLeod Bethune Players (the College's theatre troupe) and the **Orchesis Dance Ensemble** are two student organizations that support the development of skills and proficiencies in the area of theatre arts and dance. The organizations are open to all interested students.

COURSE DESCRIPTIONS FOR THE DEPARTMENT OF SPEECH COMMUNICATION AND THEATRE ARTS

SC 201 Introduction to Human Communication 3 semester hours

Prerequisite: EN 131 and EN 132. Survey course in Speech Communications, beginning with a study of the history and evolution of human communication. Course emphasizes audience analysis, listening as well as nonverbal communication, mass communication, small group communication, interpersonal communication, persuasion, and public speaking.

SC 203 Effective Listening 3 semester hours

Prerequisites: None. Introduction to the theory and practice of effective listening in a variety of situations and environments.

SC 220 Communication Ethics 3 semester hours

Prerequisites: None. Intensive study of ethical issues central to a variety of communication contexts. Special attention is given to communication ethics in continually diverse environments.

SC 230 Introduction to Effective Oral Communication 3 semester hours

Prerequisites: EN 131 and EN 132. (EN 132 co-requisite with permission of the instructor.)

A study of the fundamentals of Oral Communication through theory and practice for purposes of organizing and delivering effective oral messages in a variety of settings. Particular attention will be given to pronunciation, articulation, and diction.

SC 300 Speech Communication Research and Junior Seminar 3 semester hours

Prerequisites: EN 131 and EN 132. First of two research courses for majors with junior standing. Review of research of theory and methods in speech communication. Completion of draft of Senior Thesis through the process of determining the research topic and specific questions, review of literature, determination of research methodology, application of method, and conclusions are specific goals.

SC 301 Issues in Multicultural Communication 3 semester hours

Prerequisites: EN 131, EN 132. The study of diverse issues affecting communication and interaction between persons of different racial and/or ethnic backgrounds. Emphasis on achieving culture-dependent nature of effective communication.

SC 302 Organizational Communication 3 semester hours

Prerequisites: EN 131, EN 132. Presentation of theoretical and practical methodologies and procedures for understanding, preventing, alleviating, or solving communication problems in organizational settings in both the private and public sector.

SC 304 Introduction to Interpersonal Communication 3 semester hours

Prerequisites: EN 131, EN 132. Theory, research, and practice concerning the role of communication in the development, maintenance, and decay of interpersonal relationships.

SC 305 Persuasion Theory and Practice 3 semester hours

Prerequisites: EN 131, EN 132. Instruction and practice in the preparation, delivery, and evaluation of persuasive messages. Also analysis of persuasive communication as a form of social influence in interpersonal and mass audience contexts.

SC 335 Introduction to Argumentation and Debate 3 semester hours

Prerequisites: EN 131, EN 132. Offers students opportunities to participate in various types of debate. Instruction in the step-by-step procedure of academic debate. Emphasis is placed on critical thinking, analysis of data, logic, evidence, and delivery.

SC 401 Small Group Communication 3 semester hours

Prerequisites: EN 131, EN 132. Designed to provide an understanding of the theory, research and methods involved in the study of group communication. Added focus on communication behavior within the special framework of the small group. Guided practice in various types of discussion situations.

SC 403A Communication in Conflict Mediation and Negotiation 3 semester hours

Prerequisites: EN 131 & EN 132. An examination of communication as a significant variable in conflict management. Deals with theoretical and practical aspects of conflict management at the dyadic (interpersonal), small group, organization, and societal levels. Forms of negotiation, bargaining and third party consultation will be considered.

Special Topics in Speech Communication 3 semester hours

This course is designed to present information on a wide variety of subjects which speech communication majors should be exposed to but which inclusion as regular course offer-

ings is precluded because of regularly scheduled semester offerings. All students are invited to enroll in any of the following special topic courses:

SCA 407A	Rhetorical Criticism
SCB 407A	International Communication
SCC 407A	Gender Communication
SCD 407A	Social Movements
SCE 407A	Communication Theory
SCF 407A	Interviewing
SCG 407A	Intimate Communication
SCH 407A	Nonverbal Communication
SCI 407A	Health Communication
SCJ 407A	Leadership Communication
SCJ 407A	Computer-Mediated Communication
SCK 407A	Classroom Communication
SCL 407A	Family Communication

SC 490 Internship **12 semester hours**

Students and advisors will identify an appropriate work arena and site location in the area of speech communication to provide students with intensive hands-on-work experience.

SC 499 Senior Seminar in Speech Communication **3 semester hours**

Prerequisites: EN 131, EN 132, SC 201, 203, 220, 300, 301, and three sections of the CLAST examination. Completion of work begun in SC 300. Specifically, culmination of research project through application of methodology, procedures, data analysis, and presentation of findings through oral defense.

TA 100 Introduction to Theatre **3 semester hours**

Prerequisites: EN 131 and 132. Experiential, conceptual, historical, and cultural study of theatre as a unique form of artistic expression, and mirror of human values throughout the world; survey of constituent elements of a theatrical work and its major forms of expression.

TA 101 Acting I **3 semester hours**

This course is for nonmajors and majors. The course is an introduction to acting and includes its basic elements and techniques in scene and monologue presentation.

TA 102 Elements of Play Production **3 semester hours**

The study of the elements of theatrical productions, including opportunities for practical experience in elementary lighting, scene, and costume design. This course also focuses on basic practical construction techniques.

TA 103 Participation Seminar **1 semester hour**

Prerequisite: None. This course is designed to allow all interested majors and nonmajors to gain experience in running various aspects of an actual production, including publicity and promotion, front of house, stage management, and production run crews (lighting, scenery, sound, costume, makeup, etc.) Nonmajors who take this course are expected to participate in departmental productions, in one of the areas listed above. This course is repeated for a total of three credit hours over the student's matriculation.

TA 107 Voice Production for the Performer **3 semester hours**

Prerequisites: EN 131 and 132. Techniques for freeing the vocal mechanism: breathing phonation, movement to enhance the performer's craft. Exercises in articulation and

dialects as techniques for conveying dramatic intention and character. International Phonetic Alphabet, Standard American Dialect.

TA 201 Movement for the Actor

3 semester hours

Prerequisite: TA 101. Introduction to movement as a fundamental element of the actor's craft; focus on recognition, development, and understanding of natural physical actions and rhythms, and their application to stage.

TA 220 Theatre Crafts

3 semester hours

Co-requisite: TA 102. Lecture/laboratory course, covering all phases of craft skills and equipment involved in technical theatre production. Required work in production shops.

TA 221 Introduction to Design

Prerequisite: TA 220. Historical and conceptual survey of basic design elements of production scenery, costumes, lighting, sound, and their relationship to the theatrical production process.

TA 245 Oral Interpretation of Literature

3 semester hours

Prerequisites: EN 131 and 132. Introduction to interpretation of literature in performance, designed to develop and heighten the performer's responsiveness to the literary text. Includes principles of selecting, cutting, and adapting.

TA 300 Theatre Arts Research and Junior Research Seminar

3 semester hours

Prerequisites: EN 131 and 132, TA 302, TA 301. The Theatre Arts Junior and Senior Seminars essentially function together as a practicum. A practicum combines the artistic and scholarly aspects of the theatre concentration by following the research model common to the fine arts, that of creative research. In this course, the student will choose a script, or create a performance text, and conduct textual analysis, and research in the historical, theoretical and aesthetic aspects of the piece. The student will complete a Senior Thesis Proposal, along with a proposal for a Senior Showcase.

TA 301 Acting II

3 semester hours

Prerequisites: TA 101 (Acting I) or permission of the instructor. Techniques in scene and monologue study from representative plays of the past and present. This course also focuses on auditioning professionally. Students are required to participate in departmental productions either on stage or backstage.

TA 302 Theater History

3 semester hours

Prerequisites: EN 131, EN 132 or permission of the instructor. A study of theatrical forms from Classical Greece to Contemporary times; focus on theatre, architecture, scenery, costume, methods of staging, and production, as well as the study of representative works from both western and nonwestern cultures.

TA 320 Narrative Theatre

3 semester hours

Prerequisite: TA 245. Directing techniques for staging literary texts not originally written for the theatre, including script adaptation of short stories, poetry, and nonfiction prose. Directing projects required.

TA 330 Performance Repertory

3 semester hours

Prerequisite: TA 101, TA 107, TA 245. Prospective students must audition for and be cast in the performance troupe. Group performance in dramatic and narrative theatre styles, as well as theatre movement.

TA 401 Acting III 3 semester hours

Prerequisites: EN 131, 132 and TA 301 (Acting II) or permission of the instructor. Audition required for students without TA 301 background. This course is designed to emphasize styles of acting. Special emphasis on plays draw from various historical periods.

TA 402 Black American Drama 3 semester hours

Prerequisites: TA 101, EN 131 and EN 132 or permission of the instructor. A study of representative Black American Theatre. This course looks at the development of the African-American Play through works by playwrights such as Dodson, Mitchell, Hansberry, and Wilson.

TA 420 Script Interpretation 3 semester hours

Prerequisites: EN 131 and 132, TA 302. Exploration of the script as a blueprint for realization of the artistic stage image. Special attention given to plot, structure, character treatment, and language style, as they relate to performance, direction, and scenography.

TA 421 Directing 3 semester hours

Prerequisites: TA 302, TA 420. Exploration of conceptual, planning and implementation skills of stage director from script interpretation to rehearsal and performance; to both traditional and nontraditional theatrical modes and images. The course employs creative exercises in an imaginative use of space, time, and materials as they relate to stage direction and design.

TA 430 Performance Repertory I 3 semester hours

Prerequisite: TA 101 and TA 420. Prospective students must audition for, and be cast in the performance troupe. Group performance in dramatic and narrative theatre styles, as well as theatre movement. This course is a continuation of TA 330 and involves the staging of more advanced works, in more sophisticated theatrical styles.

TA 490 Internship 12 semester hours

Students and advisors will identify an appropriate work arena and site location in the area of theatre arts to provide students with intensive hands-on-work experience.

TA 499 Senior Seminar in Theatre Arts 3 semester hours

Prerequisite: TA 302, TA 420, three sections of the CLAST examination, and permission of The instructor. This course is devoted to the completion of work begun in TA 300. The research culminates in application in the form of a Senior Thesis consisting of two sections; analysis, and historical/theoretical research, as well as an aesthetic and critical self-evaluation of artistic performance and process. In addition, the student presents a Senior Showcase, followed by an oral defense of the paper, and a post-performance critique.

SCHOOL OF BUSINESS



Dr. Aubrey Long, Dean, School of Business,
and future business leaders outside the
Wendell P. Holmes Business Building

The School of Business has as its primary goal the development of future leaders in business and government. The school provides instruction and other educational programs designed to develop the analytical skills and decision-making abilities of each student, to enhance understanding of economic concepts, to increase knowledge of innovations in business, to expand awareness of the role and function of business organizations, and to develop professionalism, leadership, global awareness, professional ethics, analytical and communication skills.

OBJECTIVES AND GENERAL REQUIREMENTS

The objectives of the School of Business are to provide the student with the following general **business skills and competencies**:

- The ability to think critically.
- The ability to apply analytical and technical skills in problem solving and research.
- The ability to demonstrate leadership skills.
- The ability to communicate effectively.
- An understanding of legal, ethical and professional practices.
- An understanding of the global and diverse nature of business.

School General Requirements:

Students are required to complete the business core and must earn at least a "C" or better in all business courses. Students are required to complete the standardized, comprehensive School of Business Exit Exam. All sections of the CLAST must be completed and/or waived. No more than six hours of 300 and above level courses may be transferred from another accredited institution (See Academic Regulations).

*All business majors are required to take MA 131 and MAB 138 to satisfy the math requirements.

SCHOOL OF BUSINESS DRESS POLICY

The School of Business students at Bethune-Cookman College are required to dress professionally each Wednesday and for all business functions. Detailed guidelines are available in the School of Business Resource Lab. The following basic guideline is appropriate for both men and women: One basic business suit in the following colors will be required (two basic suits would be ideal): navy blue, black, brown or gray.

OFFERINGS

1. Degree of Bachelor of Science in the following areas:
 - Accounting
 - Business Administration
 - Business Administration with **Concentrations in**
 - Management, Management Information Systems and Marketing
 - Business Education
 - Hospitality Management

Hospitality Management with **Concentrations in**
 Food & Beverage Management, Lodging Management, and
 Travel/Tourism Management
 International Business

2. Minors: NonBusiness Majors

A minor within the School of Business requires 18 credit hours as follows:

Business Core: 18 hours
 AC 231, 232,
 BA 232; MG 300; MK 341
 Business Elective (3hrs - Approved 300 or 400 level)

3. Accelerated Business Degree Program

The Bethune-Cookman College School of Graduate and Professional Studies has partnered with the School of Business to offer the Accelerated Business Administration Degree (ABAD) Program. The program is designed for those with an Associate of Arts (AA) degree from a community college who want to complete their Bachelor of Science degree in business administration in an expedited fashion. The program encompasses the requirements of the traditional business administration degree, differing only in time and delivery system. Admissions and support services for the ABAD program are handled through the School of Graduate and Professional Studies in order to best meet the needs of the working adult student.

DEPARTMENT OF ACCOUNTING

The Department of Accounting offers a degree program leading to the Bachelor of Science in Accounting.

Bachelor of Science in Accounting

The program is designed to provide professional training for private and public sector accountants, to prepare students for accounting positions in businesses and governmental agencies and to meet the accounting needs of the manager or owner of a business.

Admission to the Program

A formal declaration of major and satisfactory completion of Accounting I and II (AC231and AC232).

Major Requirements

Students are required to complete 24 credit hours, apart from Principles of Accounting I and II, and must earn a "C" or better in all courses taken in the School of Business. Students are required to take and successfully complete a comprehensive exit examination.

Course Requirements

General Education Program		49 hours
Business Core		51 hours
AC 231	Accounting I - (Financial)	3
AC 231 L	Accounting Lab	0
AC 232	Accounting II - (Managerial)	3

AC 232 L	Accounting II Lab	0
FI 335	Corporate Financial Management	3
BA 133	Business Computer Applications	3
BA 134	Business Information Systems	3
BA 231	Microeconomics	3
BA 232	Macroeconomics	3
BA 234	Business Law I	3
BA 236	Statistics I	3
BA 237	Statistics II	3
BA 312	Research Methods	3
BA 360	Business Communication	3
BA 499	Senior Seminar	3
BL 211	Business Leadership I	1
BL 212	Business Leadership II	1
BL 311	Business Leadership III	1
MG 300	Management & Organizational Behavior	3
MG 493	Business Ethics	3
MG 495	Business Strategy & Policy	3
Accounting Core:		24 hours
AC 333	Intermediate Accounting	
AC 334	Intermediate Accounting II	
AC 338	Income Tax	
AC 341	Cost Accounting	
AC 431	Auditing	
AC 435	Advanced Accounting	
AC 450	Governmental Accounting	
BA 334	Business Law II	
TOTAL HOURS REQUIRED FOR DEGREE		124 hours

COURSE DESCRIPTIONS FOR THE DEPARTMENT OF ACCOUNTING

AC 231 Principles of Accounting I **3 semester hours**

Prerequisites: MA 131 and RE 260. Accounting theory and practice, use of accounting concepts and techniques essential to the administration of business enterprises, and accounting cycle and financial statement presentation.

AC 232 Principles of Accounting II **3 semester hours**

Prerequisite: AC 231. A continuation of Principles of Accounting I with emphasis on helping students understand the uses of accounting information by managers, investors, and creditors.

AC 333 Intermediate Accounting I **3 semester hours**

Prerequisite: AC 232. An introduction to financial statement presentation, asset valuation and inventory valuation.

AC 334 Intermediate Accounting II **3 semester hours**

Prerequisite: AC 333. A continuation of AC 333 with emphasis on accounting for assets and owners equity. Accounting theory is extensively utilized in analyzing and reporting financial transactions.

AC 336 Advanced Managerial Accounting 3 semester hours

Prerequisite: AC 232. Methods of cost accumulation for inventory and income determination, pricing techniques and capital budget decisions. Emphasis on full-cost differential and responsibility accounting applications for analyzing and solving financial management problems.

AC 338 Income Tax 3 semester hours

An introduction to the taxation of individuals.

AC 341 Cost Accounting 3 semester hours

Prerequisites: AC 333, or approval from department head. A comprehensive study of fundamental cost accounting concepts and objectives including various product cost accumulation techniques, capital budgeting, decision models in cost accounting, cost analysis and performance measurement.

AC 431 Auditing 3 semester hours

Prerequisite: AC 333. A study of the theory and procedures of external auditing, the legal and social responsibilities of the auditor and the application of generally accepted auditing standards.

AC 435 Advanced Accounting 3 semester hours

Prerequisite: AC 333. Comprehensive study of business combinations and consolidations and accounting for parent/subsidiary relationships, branches, multinational entities, and foreign subsidiaries. Partnership formation and liquidation will also be studied.

AC 450 Governmental Accounting 3 semester hours

Prerequisite: AC 333. Selected accounting topics for governmental and nonprofit entities.

AC 490 Internships 3 semester hours

Experience in accounting at a business or government agency. Requires a written report and oral presentation of the job experience.

AC 411 Seminar in Accounting 1-3 semester hours

Prerequisite: Completion of all core business requirements. A study of topics related to cost and financial accounting/economic issues and techniques for making management decisions. Course also includes discussion of quantitative methods and decision analysis as applied to management accounting.

FI 330 Money and Banking 3 semester hours

Prerequisite: AC 231. Study of the nature and functions of money and credit, analysis of monetary and credit systems, money creating role of commercial banks and the Federal Reserve System and an introduction to international banking transactions.

FI 335 Corporate Financial Management 3 semester hours

Prerequisite: AC 231. Study of risk and return, portfolio theory, capital structure, capital budgeting, dividend policy and long-term financing decisions, liquidity and concepts for planning and measuring profitability.

FI 390 Investments 3 semester hours

Study of the primary types of financial investments: stocks, bonds, futures and options contracts and mutual funds and valuation of securities, risk return tradeoffs, principles of diversification and analysis of the stock market.

FI 402 International Trade and Finance 3 semester hours

Prerequisite: FI 335. The course is designed to provide a comprehensive overview of inter-

national business finance within the context of international and currency fluctuations. The course is inclusive of international banking and addresses the issues that must be understood and applied for successful international transactions. Emphasis is placed on the analysis of case studies.

FI 460 Portfolio Analysis and Management

3 semester hours

Prerequisite: FI 335 and FI 390. An in-depth study of portfolio and capital market theories. Topics include index models, portfolio planning, investment analysis and portfolio selection, portfolio evaluation techniques and portfolio management using futures and options.

FI 490 Finance Internship

3 semester hours

Professional practice during a summer or semester as an intern in an approved program with a banking institution, business firm or government agency. Requires a written report and oral presentation of the job experience.

DEPARTMENT OF BUSINESS ADMINISTRATION

The Department of Business Administration offers a degree program leading to the Bachelor of Science in business administration and concentrations in management, management information systems and marketing.

Bachelor of Science in Business Administration

The primary objective of the Business Administration program is to produce graduates with an understanding of the fundamental concepts in accounting, economics, information systems, leadership, marketing and management. The program is designed to offer educational experience and adequate preparation for entry into the public and private sectors as entry-level managers.

Admission to the Program

Through a formal declaration of major.

Major Requirements

Students are required to complete 15 credit hours and must earn at least a "C" or better in all business courses. All students are required to successfully complete a senior comprehensive exit examination before the last semester of the senior year.

Course Requirements

General Education Program 49 hours

Business Core for Business Administration and Concentrations

Business Core 60 hours

AC	231	Accounting I	3
AC	231 L	Accounting Lab	0
AC	232	Accounting II	3
AC	232 L	Accounting II Lab	0
AC	336	Advanced Managerial Accounting	3
FI	335	Corporate Financial Management	3
BA	133	Business Computer Applications	3
BA	134	Business Information Systems	3

BA	231	Microeconomics	3
BA	232	Macroeconomics	3
BA	234	Business Law	3
BA	236	Statistics I	3
BA	237	Statistics II	3
BA	312	Research Methods	3
BA	360	Business Communication	3
BA	499	Senior Seminar	3
BL	211	Business Leadership I	1
BL	212	Business Leadership II	1
BL	311	Business Leadership III	1
MG	300	Management & Organizational Behavior	3
MG	350	Production and Operations Management	3
MG	493	Business Ethics	3
MG	495	Business Strategy & Policy	3
MK	341	Introduction to Marketing	3
Business Administration Core:			15 hours
MG	470	International Management	
<i>or</i>			
MK	405	International Marketing	
Select 6 Credit Hours from the list below:			
BA	411	Seminar in Business	
MG	320	Entrepreneurship & Small Business Management	
MG	360	Human Resource Management	
MG	385	Problems of Supervision	
MG	400	Project Management	
MG	411	Seminar in Management	
FI	402	International Trade and Finance	
Select 6 Credit Hours from the list below:			
MK	350	Consumer Behavior	
MK	360	Promotional Strategies	
MK	370	Sales Management	
MK	400	Marketing Research	
MK	420	Marketing Management	
TOTAL HOURS REQUIRED FOR DEGREE			124 hours

Requirements for Minor in Business Administration: Students in accounting, hospitality management and international business can earn a minor in business administration by completing six hours each (beyond the business core) of 300 or 400 level courses in business administration, management and marketing for a total of 18 hours.

COURSE DESCRIPTIONS FOR THE DEPARTMENT OF BUSINESS ADMINISTRATION

MAB 138 Applied Business Calculus 3 semester hours

Prerequisite: MA 131. To introduce students to methods of using calculus to solve problems involving limits, derivatives, maxima and minima, curve sketching and optimization techniques. Emphasis will be on application of calculus for analyzing and solving financial management problems.

BA 130 Introduction to Personal Finance 3 semester hours

Corequisite: MA 131. This course emphasizes issues in personal finance such as money management, budgeting, credit, housing finance (real estate), insurance, and investment.

BA 133 Business Computer Applications 3 semester hours

This introductory course is designed to give an overview of the development of the computer, concepts and business applications. Hands-on experiences are provided dealing with the principles of information systems and micro-computer applications with Microsoft Office software. A recommended course as a general elective.

BA 134 Business Information Systems 3 semester hours

Prerequisite: BA 133. This course examines the fundamental concepts of information systems and the way they are applied in today's business world. Projects, cases and hands-on team activities are used to tie concepts together and provide simulated real-life business problem-solving activities and skills. Also the information age as it applies to technology, business information systems, systems development, and social/ethical issues is included in this course.

BA 231 Micro Economics 3 semester hours

Considers the problem of scarcity and resource allocation. An introduction to principles, analysis, and policies, with major emphasis on the pricing behavior of business firms, on agriculture and business, the consumer, the labor unions, and the market systems.

BA 232 Macro Economics 3 semester hours

Prerequisite: MA 131 and MAB 138. This is an introduction to macroeconomic analysis and its application to the American economic system. It includes such topics as the economic role of government and the banking system. The principles, policies, the determination and measurement of national income, economic growth, and the elements of monetary and fiscal theory and the performance of the aggregate economy.

BA 234 Business Law I 3 semester hours

Prerequisite: Sophomore standing. A comprehensive course introducing students to legal Principles, business organizations, contracts, agency, legal language, critical thinking and the legal environment in business.

BA 236 Business Statistics I 3 semester hours

Prerequisite: MAB138. Principles of applied business statistics, collection, tabulation, classification, presentation and analysis of business and economic data. Elementary theory of probability, frequency and density functions, expected values and variances and fundamental concepts of sampling and statistical inference.

BA 237 Business Statistics II 3 semester hours

Prerequisite: BA 236. A continuation of BA 236. Sampling, probability distributions, tests

of significance, analysis of variance, non-parametric techniques, decision making under uncertainty, Bayes' Theorem, correlation and regression, time series and index numbers.

BA 312 Business Research Methods

3 semester hours

Prerequisite: BA237. This course is designed to provide the foundation leading to the final draft of the senior thesis. It introduces students to the APA format manuscript preparation and using primary research to investigate business related problems.

BA 334 Business Law II

3 semester hours

Prerequisite: BA 234. FOR ACCOUNTING MAJORS ONLY. An intensive course covering all topics on the business law part of the CPA examination.

BA 360 Business Communication

3 semester hours

Prerequisites: EN 131, EN 132, BA 133, BA 134 and BL 212. This course emphasizes the value of appropriate written and oral communication in the business world. The course merges communication theory and practices in business situations with the application of behavioral science in planning, transmitting, and evaluating messages in a highly electronic environment.

BA 411 Seminar in Business

1-3 semester hours

Prerequisite: MG 300 and senior standing. Seminar on current business issues as reflected by changes in the legal, economic or professional environments.

BA 490 Internship

1-3 semester hours

Experience opportunity at the junior, senior level. Students must have a cumulative grade point average of 3.0 and have an application on file one semester prior to actual training. Semester hours credit will be determined by the academic school's internship coordinator in the student's discipline after the details of placement have been made.

BA 499 Senior Seminar

3 semester hours

Prerequisite: Complete three sections of CLAST, BA 312, and senior standing. A focus on two elements: (1) professional development and (2) research methods. Professional development seeks to provide a technical competence through the creation of structured opportunities to develop oral and written communication and positive personal qualities. Additionally, guidelines and assistance will be given to finalizing a senior research paper and presenting that paper.

BL 211 Business Leadership I

1 semester hour

(Personal Development) This course is designed to help students develop in the areas of personal development by exploring such topics as self-esteem, goal setting, motivation, business etiquette and communication.

BL 212 Business Leadership II

1 semester hour

Prerequisites: BA 133, BL 211 and EN 131. (Leadership Development) This leadership development course is designed to introduce students to the basic principles of business leadership and their affect on the business environment.

BL 311 Business Leadership III

1 semester hour

Prerequisites: BA 133, BL 211, BL 212, and EN 131. (Organizational Communication) This course is designed to introduce students to organizational theories and provide learning experiences to improve their communication concepts, techniques and skills.

Concentration in Management

The Department of Business Administration offers a degree program leading to the Bachelor of Science with a concentration in management. The program is designed to build managerial competence in industry, service, government, educational, and a variety of other organizations. The orientation is toward the effective utilization of resources and information, and the direction of human affairs in a complex, changing environment.

Major Requirements

Students are required to complete 15 credit hours beyond MG 300 and must earn at least a "C" or better in all business courses. All students are required to successfully complete a senior comprehensive Exit Examination before the last semester of their senior year.

Course Requirements

General Education Program	49 hours
Business Core (Refer to pages 134-135)	60 hours
Management Core:	15 hours
MG 360 Human Resource Management	
MG 470 International Management	
<i>Select 9 Credit Hours from any BA or MG electives</i>	
TOTAL HOURS REQUIRED FOR DEGREE	124 hours

COURSE DESCRIPTIONS FOR CONCENTRATION IN MANAGEMENT

MG 300 Management & Organizational Behavior 3 semester hours

Prerequisite: EN 132. This course explores the area of human behavior in business organizations. The course content identifies individual, group and organizational processes and studies how these processes relate to job performance, thereby influencing organizational effectiveness.

MG 320 Entrepreneurship and Small Business Management 3 semester hours

Prerequisite: MG 300. This is a survey course covering fundamental concepts, theories and skills needed when running a successful small business. It covers small business challenges and critical issues, managing under adversity, start-up/buy-out/franchising opportunities, marketing and financial concerns, managing a business with rapid growth, and building a sound infrastructure. The course is organized around interactive and experiential opportunities where students, grouped in teams, work with real world projects and complete a feasibility study for their future business. The course integrates ethics, diversity and change issues.

MG 350 Production and Operations Management 3 semester hours

Prerequisite: MG 300 and BA 237. An analytical and inter-related approach to the planning, operation, and control of the production process. Problem areas such as facilities location, work design, work measurement, production planning and control, materials management, quality control and capital investment policy are to be examined.

MG 360 Human Resource Management 3 semester hours

Prerequisite: MG 300. A study of personnel management and industrial relations practices and procedures, encompassing wage and salary considerations, employee compensation,

incentives and labor-management relations. Attention is given to the individual within the organization.

MG 385 Problems of Supervision

3 semester hours

Prerequisite: MG 300. An intensive investigation into planning the work, organizing human resources, developing and appraising employees, discipline and other problems involved in the supervision of human resources. Case studies and readings are used extensively.

MG 400 Project Management

3 semester hours

Prerequisite: MG 300 and junior standing. This course examines fundamental project management principles and approaches as well as their implication on organizations. It reviews techniques for planning, scheduling and controlling both simple and complex projects within static and dynamic environments.

MG 411 Seminar in Management

1-3 semester hours

Prerequisite: MG 300 & senior standing. The Seminar Series in Management provides a semester long, in-depth focus on specialized areas within and/or closely integrated with the management discipline. This focus series is viewed from a management context. Each series is specifically associated with a definite, targeted area offering career opportunities.

MG 470 International Management

3 semester hours

Prerequisites: MG 300. This course is about how firms become and remain international in scope. It is about the experiences of firms of all sizes, from many countries, as they come to grips with an increasingly competitive global environment. The course examines the practice of management when a national perspective is no longer sufficient.

MG 493 Business Ethics

3 semester hours

Prerequisite: MG 300. Consideration, analysis and discussion of the manager's role in dealing with social problems. An overview of social responsibility; where it originated, and practical considerations in dealing with social and ethical problems.

MG 495 Business Strategy and Policy

3 semester hours

Prerequisite: Completion of remaining Business Core Courses and senior standing. This is a capstone course for all business majors. It examines concepts, theories, and issues executive level managers must be familiar with to manage successfully—from understanding the firm's strategic situation and developing viable alternatives for dealing with the key issues facing it, to determining the strategic direction of the firm, organizational design issues and policies related to the implementation of a strategy, and the management of strategy processes within the firm. Students will have the chance to gain a perspective on executive staff roles and responsibilities, sharpen their critical faculties and improve their communication skills while learning to work effectively within teams, and growing to appreciate community service. The course interweaves ethics, diversity and change into strategy and policy matters.

Concentration in Management Information Systems (MIS)

The Department of Business Administration offers a degree program leading to the Bachelor of Science with a concentration in management information systems. The program is designed to build managerial competence in application of information technology to support business activities. The MIS concentration combines computer-related courses with other business courses to develop skills that will enable students to work well in corporate environments and apply technology to design systems to solve business problems.

Major Requirements

Students are required to take 15 credit hours beyond MG 300 and must earn a "C" or better in all business courses. All students are required to successfully complete a senior comprehensive exit examination before the last semester of the senior year as a graduation requirement.

Course Requirements

General Education Program	49 hours
Business Core(Refer to pages 134-135)	60 hours
Management Information System Core:	15 hours
<i>Select 9 Credit Hours from the list below:</i>	
CS 135 Introduction to Programming Logic	3
CS 330 Databases	3
CS 340 Computer Networks & Communications	3
CIS 331 Management Information Systems I	3
CIS 332 Management Information Systems II	3
CIS 431 Systems Analysis	3
<i>Select 6 Credit Hours from the list below:</i>	
BA/MG 411 Seminar in Business	
MG 360 Human Resource Management	
MG 470 International Management	
TOTAL HOURS REQUIRED FOR DEGREE	124 hours

Concentration in Marketing

The Department of Business Administration offers a degree program leading to the Bachelor of Science with a concentration in marketing. The program is designed to emphasize the coordination of product, promotion, price and distribution policies optimally designed to relate the firm to its competitive environment.

Major Requirements

The student is required to take 15 credit hours beyond MK 341 and must earn a "C" or better in all business courses. Seniors are required to successfully complete a senior comprehensive exit examination.

Course Requirements

General Education Program	49 hours
Business Core (Refer to pages 134-135)	60 hours
Marketing Core:	15 hours
<i>Required Courses:</i>	
MK 420 Marketing Management	
<i>Select 12 Credit Hours from the list below:</i>	
BA 411 Seminar in Business	
MK 350 Consumer Behavior	
MK 360 Promotional Strategies	
MK 370 Sales Management	
MK 400 Marketing Research	
MK 405 International Marketing	
TOTAL HOURS REQUIRED FOR DEGREE	124 hours

COURSE DESCRIPTIONS FOR CONCENTRATION IN MARKETING

MK 341 Introduction to Marketing 3 semester hours

A survey of the nature, scope, and economic importance of marketing. Analysis of marketing functions, institutions, pricing, demand creation, cost; survey of the influence of environmental, social, economic, ethical, legal, and technological forces on marketing.

MK 350 Consumer Behavior 3 semester hours

Prerequisite: MK 341. An analysis of the social, cultural, economic, and psychological factors that influence the decision-making process of consumers. Methods of measuring and analyzing consumers and consumer markets are introduced.

MK 360 Promotional Strategies 3 semester hours

Prerequisite: MK 341. A study of promotion, public relations and advertising in the sale of goods and services. Rationale behind creative selling, advertising, public relations, and sales management is stressed.

MK 370 Sales Management 3 semester hours

Prerequisite: MK341. An introduction to sales and sales management; stresses the decision making role of the sales manager in the selling function of the firm. Addresses the role of management in the sales department; training, supervision and compensation of the sales force; cooperation between middlemen, wholesalers, retail outlets, and agents in the total sales promotion mix.

MK 400 Marketing Research

Prerequisites: MK 341. An application of quantitative techniques to the solution of marketing problems. Emphasis is on problem definition, sampling and questionnaire designing and statistical tabulation.

MK 405 International Marketing 3 semester hours

Prerequisites: MK 341, BA 231, 232. Theories and practices of international marketing, with attention given to both import and export practices. Study of the effect of geography and political, economic, and cultural systems on trade practices and commercial policies of multinational firms.

MK 420 Marketing Management 3 semester hours

Prerequisites: MG 300, MK 341. A study of consumer contemporary concerns about products; social, political, economic, competition, the concept of one global market.

DEPARTMENT OF BUSINESS EDUCATION

The Department of Business Education offers a degree leading to the Bachelor of Science in business education. The major is offered in cooperation with the School of Education.

Bachelor of Science in Business Education

The program for this degree includes business as well as professional courses necessary to meet Florida teacher certification requirements. This program is primarily designed to develop business education teachers for Florida middle, junior, and senior high schools. Also, this program develops teachers with the necessary skills and knowledge to pursue a career in business and industry.

Admission to the Program

Through a formal declaration of major and approval of application to the upper academic school level, the student will be admitted to the business education program. Business Education majors meet the admission requirements to the School of Education and to the Teacher Education Program. These admission requirements are outlined in the School of Education section of this bulletin.

Major Requirements

The students are required to complete at least 30 credit hours in business education/administration and at least 40 credit hours of the professional coursework, practicum and student teaching in the School of Education.

Course Requirements

General Education Program 49 hours

Business Education Core: 30 hours

AC	231	Accounting I	3
AC	231 L	Accounting Lab	0
AC	232	Accounting II	3
AC	232 L	Accounting II Lab	0
BA	133	Business Computer Applications	3
BA	134	Business Information Systems	3
BA	231	Microeconomics	3
BA	234	Business Law	3
BA	360	Business Communication	3
BE	361	Multimedia Communications	3
BE	438	Special Methods for Business Education	3
MG	300	Management & Organizational Behavior	3

Or

MK	341	Introduction to Marketing	3
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Educational Core: 48 hours

PS	236	Developmental Psychology	
ESE	200	Survey of Exceptional Students	
ED	231	Introduction to Education	
ED	462	Student Teaching	
ED	351	Curriculum Design and Development	
ED	352	Contemporary Teaching Methods	
ED	369	Content Reading	
ED	403	Classroom Management	
EDA	352	Contemporary Teaching Practicum	
EDB	352	Teaching Practicum	
EDP	499	Pre-Student Teaching	
EDM	380	Professional Seminar	
MA	390	Mathematics for Teachers	
PH	224	An Introduction to Earth Science	
RP		Electives	
TSL	370		

TOTAL HOURS REQUIRED FOR DEGREE 127 hours

COURSE DESCRIPTIONS FOR THE DEPARTMENT OF BUSINESS EDUCATION

BE 361 Multimedia Communications

3 semester hours

Prerequisites: BA 133. This course is a comprehensive study of Microsoft PowerPoint and Microsoft FrontPage. Advanced PowerPoint skills, including creating, modifying, customizing and enhancing presentations and charts are taught in this course. Also basic FrontPage 2000 skills are included to develop Web pages and Web sites. A basic familiarity with Microsoft Windows is essential.

BE 411 Seminars in Business Education

3 semester hours

A variety of seminars as related to contemporary issues, problems, and trends in business Education.

BE 438 Special Methods for Business Education

3 semester hours

Prerequisites: BA 133, BA 134, BA 360, BA 361. This course emphasizes the study of modern techniques and methods of teaching business and office education subjects on the junior, middle and senior high school levels with emphasis on special vocabulary and principles relating to the teaching of business subjects.

EDP 352 Teaching Practicum

1 semester hour

Prerequisites: ED 351, ED 352, EDA 352, passed ACT/SAT, passed three parts of the CLAST. This course emphasizes the study of modern techniques and methods of teaching business and office education subjects on the middle, junior, and senior high school levels with emphasis on special vocabulary and principles relating to the teaching of business subjects.

DEPARTMENT OF HOSPITALITY MANAGEMENT

The Department of Hospitality Management offers a degree program leading to the Bachelor of Science in hospitality management.

Bachelor of Science in Hospitality Management

The program is designed to produce individuals solidly grounded in business administration, with specific sensitivities and skills in application to administration of hotels, restaurants and travel/tourism management entities. The program is accredited by the Accreditation Commission for Programs in Hospitality Administration (ACPHA) 1993.

Admission to the Program

Through a formal declaration of major and approval of application to the upper academic school level.

Major Requirements

Students are required to take 42 credit hours in an equal balance of lodging, food and travel courses and 45 credit hours from course offerings throughout the School of Business in addition to three zero credit internships. Students must earn at least a "C" or better average in all business courses. Seniors are required to take and successfully complete a senior comprehensive exit examination. PE requirements must be met with golf and tennis.

Course Requirements

General Education Program 49 hours

Business Core for Hospitality Management and Concentrations 36 hours

AC	231	Accounting I	3
AC	231 L	Accounting Lab	0
BA	133	Business Computer Applications	3
BA	232	Macroeconomics	3
BA	360	Business Communications	3
BA	236	Statistics I	3
BA	237	Statistics II	3
BA	312	Research Methods	3
BA	499	Senior Seminar	3
BL	211	Business Leadership I	1
BL	212	Business Leadership II	1
BL	311	Business Leadership III	1
MG	300	Management & Organizational Behavior	3
MG	495	Business Strategy & Policy	3
MK	341	Introduction to Marketing	3

Hospitality Management Core: 36 hours

HM	110	Introduction to the Hospitality Industry	
HM	211	Hospitality Marketing	
HM	230	Tourism Principles	
HM	250	Sanitation & Safety	
HM	251	Nutrition for Nursing	
HM	312	Convention and Meeting Sales, Planning and Management	
HM	331	Hospitality Law	
HM	320	Hospitality Accounting	
HM	340	Lodging Operations Management I	
HM	341	Hospitality Information Technology	
HM	351	Nutrition	
HM	352	Food Planning & Prep I Fundamentals	
HM	353	Restaurant Management	
HM	354	Catering Management	
HM	190	HM Internship	
HM	290	HM Internship	
HM	390	HM Internship	6 hours
HM	360	Human Resource Management	
HM	421	Hospitality Managerial Accounting and Food Service Operations	
HM		Concentration Electives	

TOTAL HOURS REQUIRED FOR DEGREE 127 hours**Concentration in Food & Beverage Management**

The Department of Hospitality Management offers a degree program leading to the Bachelor of Science in Hospitality Management-Food and Beverage Concentration.

This program of study is designed to prepare Hospitality Management students with managerial competencies in foodservice operations. The Food and Beverage Concentration pro-

vides specific knowledge, skills and strong understanding of foodservice operations in hotels, restaurants, catering organizations, country clubs, convention services, and other hospitality food service operations.

Major Requirements

Students are required to take 9 specified elective credit hours.

General Education program 49 hours

Business Core:

AC 231, BA 133, BL 211, BL 212, BL 311

BA 231, BA 234 (HM), BA 236, BA 312, BA 499

MK 341, MG 495 30 hours

Hospitality Management Core:

HM 110, 211, 230, 250, 320, 340, 341, 351, 352, 353 or 354,
360, 421, 443, 450

HM Internship 190, 290, 390 - (0 credit) 42 hours

Food and Beverage Concentration Electives

HM 355, HM 357, HM 462, HM 463 6 hours

TOTAL HOURS REQUIRED FOR DEGREE 127 hours

Concentration in Lodging Management

The Department of Hospitality Management offers a degree program leading to the Bachelor of Science in Hospitality Management-Lodging Management.

The Lodging Management Concentration allows students to gain an in-depth view of the lodging segment of the Hospitality industry. Courses are ideal for candidates interested in pursuing management careers in the lodging segment of the industry.

The Hospitality Management degree with concentration in lodging management combines hospitality management knowledge with specialized skill-based training in hotel operations. This concentration focuses on contemporary issues relating to strategic management in the lodging industry. The concentration prepares students for entry level employment in management trainee and supervisory positions in hotels, restaurants, public institutions, and private clubs with opportunities for advancement to upper-level management positions.

Major Requirements

Students are required to take six credit hours from the specified list of electives.

General Education program 49 hours

Business Core:

AC 231, BA 133, BL 211, BL 212, BL 311

BA 231, BA 234 (HM), BA 236, BA 312, BA 499

MK 341, MG 495 30 hours

Hospitality Management Core:

HM 110, 211, 230, 250, 320, 340, 341, 351, 352, 353 or 354,
360, 421, 443, 450

HM Internship 190, 290, 390 - (0 credit) 42 hours

Lodging Management Electives

LM 312, LM 461, LM 444, LM 445 6 hours

TOTAL HOURS REQUIRED FOR DEGREE 127 hours

Concentration in Travel/Tourism Management

The Department of Hospitality Management offers a degree program leading to the Bachelor of Science in Hospitality Management-Travel/Tourism Management.

This program of study allows the Hospitality Management major to develop special sensitivity to the macro and micro aspects of the world's largest industry in terms of people employed or cash flows generated and that conceptually serves as an umbrella for the commencement of formal hospitality business studies.

Major Requirements

Students are required to take six specified credit hours beyond HM 230 Tourism Principles.

General Education program 49 hours

Business Core:

AC 231, BA 133, BL 211, BL 212, BL 311

BA 231, BA 234 (HM), BA 236, BA 237, BA 312, BA 499

MK 341, MG 300, MG 495 36 hours

Hospitality Management Core:

HM 110, 211, 230, 250, 320, 340, 341, 351, 252, 353 or 354,
360, 421, 443

HM Internship 190, 290, 390 - (0 credit) 39 hours

Travel/Tourism Electives 6 hours

TOTAL HOURS REQUIRED FOR DEGREE 130 hours

COURSE DESCRIPTIONS FOR THE DEPARTMENT OF HOSPITALITY MANAGEMENT

HM 110 Introduction to the Hospitality Industry 3 semester hours

An introduction to the various facets of the industry, including restaurants, hotels, resorts, travel, tourism and clubs. General operating procedures with an emphasis on professional management principles are reviewed. Field trips and hospitality executive guest lecturers enrich the course.

HM 211 Hospitality Marketing 3 semester hours

Prerequisites: HM 110, MK 341. An analysis of the development, application and evaluation of marketing conceptual structures and techniques in the hospitality industry. An indepth look at business research, product development and outreach program practices and techniques. Course revolves around research and professional presentation of a comprehensive marketing plan.

HM 230 Tourism Principles 3 semester hours

Prerequisite: HM 110. Principles, practices, and philosophies which affect the economy; classic and contemporary concepts of travel and their effect on the tourism industry. Conceptual structure of tourism in conjunction with transportation systems in both foreign and domestic environments. Major examination of socio-political/cultural costs vs. economic benefits to receiving destination.

HM 250 Sanitation & Safety 3 semester hours

Prerequisites: HM 110, BI 131. The causes and prevention of food borne illness/food

spoilage and their direct relation to sanitation principles, laws and regulations will be dealt with in a systematic, holistic environment. The H.A.C.C.P. method will be stressed. The safety area will be covered through exposure to Red Cross Certification courses in CPR, First Aid, HIV & AIDS 104 and Prevention of Disease Transmission.

HM 251 Nutrition for Nursing

This course is an introduction to the interrelationships among nutrition, food and the environment as they impact health. Emphasis is placed on the multiple factors that influence food intake and the sum total of nutritional processes resulting in optimal physiological function. The role and function of the nurse in health promotion and wellness through out the life-cycle will be addressed. Identification of the role of nutrition and chronic disease, and the nurse involvement in assessment, screening and prevention is the focus of the course content.

HM 312 Convention Sales, Planning and Management

3 semester hours

Prerequisite: HM 211. This course introduces students to the unique sensitivities required in selling and servicing the increasingly lucrative group meeting business market. Basic meeting marketing concepts and terminology are presented with emphasis on sales, planning and management of meeting functions. The reciprocal relationship between selling and service is presented within the context of hospitality marketing.

HM 320 Hospitality Accounting

3 semester hours

Prerequisite: AC 231. An application of basic accounting principles to the uniform system of accounts for hospitality establishments, including hotels, restaurants and clubs. State of-the-art computer adaptations are a major focus and management decision making parameters explored.

HM 332 Travel Transportation Management

3 semester hours

Prerequisite: HM 230. An in-depth study and analysis of the daily functions and operations of travel agency/travel counseling establishments. Emphasis placed on ticketing, tariffs, travel reservation procedures, routing, supplier relations, along with communications and client need analysis. Government and industry regulations concerning entrepreneurship explored. Hands-on computer system operations featured.

HM 340 Lodging Operations Management I

3 semester hours

Prerequisites: HM 110. A comprehensive analysis of modern hotel front office management procedures with an emphasis on pragmatic decision making and guest communication practices. Introduction to the techniques and systems used to plan, schedule, forecast, and analyze rooms inventory mix. Control of overall operations observed via night audit reports and procedures. An integrated view of the operations is stressed, particularly with respect to housekeeping and food and beverage departments.

HM 341 Hospitality Information Technology

3 semester hours

Prerequisite: BA 133. This course introduces students to the information systems used in the hospitality industry. This course is designed to provide students with a strategic overview of the use of IT in the hospitality and tourism industry and to explain the impact of the emerging IT on each segment of the industry. The “smart classroom” course focuses on property management systems, point of sales systems, internet/intranet systems, models of information search and travel behavior, business models practiced in our industry, e-distribution channels and destination marketing.

HM 351 Food Planning & Prep I Fundamentals 3 semester hours

Prerequisites: HM 110, HM 250. Universal methods and procedures of food planning and preparation applicable to all segments of the hospitality industry are presented, understood, explored and demonstrated in classroom as well as the culinary lab. Included are implications of mise en place, sanitation & safety procedures, kitchen tools & equipment and application of culinary principles.

HM 352 Nutrition 3 semester hours

Prerequisites: HM 110 and HM 351. The cause and effect principles and dietary practice are presented to include the composition of foods, labeling, additives, special diets, RDA's, BMI, TEU. The interrelationship of nutrition and the bodily system are explored. The global environment, food safety and environmental challenges are presented for discussion and research.

HM 353 Restaurant Management & Lab 3 semester hours

Prerequisites: HM 110, HM 250, HM 351, HM 352. This course gives the opportunity for students to function in standard operational roles in a full service restaurant operation. Students rotate through eight back of the house and front of the house positions during the course of the term. The coordination of planning, preparation, service, support services in the flow of the meal are stressed. A major focus is placed on the student's performance as a future foodservice manager/leader. Class work supports and expands the student's understanding and synthesis of the operation of a foodservice operation.

HM 354 Catering Management & Lab 3 semester hours

Prerequisites: HM 110, HM 250, HM 351, and HM 352. This course is a hands-on class in customized catering activities. Student teams under the supervision of an Instructor will plan, prepare, serve and clean up a specific number of group functions during the term.

HM 355 Stocks; Soups; Sauces & Lab 3 semester hours

Prerequisites: HM 110, HM 250, HM 351 and HM 352. This course is designed to prepare the student to produce stocks/soups/sauces that are the foundations of the culinarians' art. In addition to mastering the skills of creating these products, students will be able to manage, coach and train the employees under their supervision to produce the foundation stocks/soups/sauces. These skills will be learned in our state of the art culinary lab.

HM 357 Bakery Management & Lab 3 semester hours

Prerequisites: HM 110, HM 250, HM 351 and HM 352. This course is designed to prepare students to operate and manage bakery operations in hotels, full service restaurants, contract management facilities, as well as wholesale bakeries. The theory of bakery management as well as "hands on" production will be combined to develop individuals who can produce the products as well as manage others to produce high quality baked goods at a profit.

HM 360 Human Resource Management 3 semester hours

Prerequisites: HM 230, MG 300. The process of recruiting, selecting, testing, training, career development and benefit administration of the human resources within the hospitality environment. Special consideration is given to traditional employee turnover patterns, changing work force demographics, stress resulting from personal service and overall maintenance of "hospitality attitude," and current trends in hospitality education and training.

HM 421 Hospitality Managerial Accounting 3 semester hours

Prerequisite: HM 320. Management aspect of accounting and financial data related to hospitality operations. In-depth analysis of financial statements and the use of external information services. Emphasis is placed on accounting and internal information systems of

modern hotels as well as interpretation and use of financial reports for management decision-making. Development of the systems concept in management through modern computerized systems is emphasized. F & B cost control & purchasing emphasized.

HM 434 Theme Park, Recreation, Entertainment

Facilities Operations

3 semester hours

Prerequisites: HM 230 and HM 331. The study of hospitality institutions, using theme parks, Recreational and entertainment facilities as a "living laboratory". Focus is on the business operation, financial and marketing aspects that are behind the scenes of guest satisfaction via thrill, competition, or fantasy-based activities. Field trips are an integral feature of the course's presentation.

HM 443 Facility: Engineering/Maintenance; Layout/Design

3 semester hours

Prerequisites: HM 341 and HM352. A study of managing the engineering and maintenance function in today's hospitality industry. Property engineering program analysis. Basic principles of heat, light, power, water, and landscaping. Energy conservation programs are compared and contrasted. A focus on building management; stressing the interdependence of planning, construction, equipment, maintenance, personnel, and service to the on-premise guest or customer. Layout studies, equipment design, and budget estimation are considered.

HM 445 Involuntary Lodging Concepts

3 semester hours

Prerequisites: HM 341, HM 352 and MG 300. A study of the relationship between the involuntary sector of the hospitality industry and the voluntary sector. Includes study of hospitals, correctional institutions, senior lifestyle centers, and related establishments that must meet special food, lodging, and recreational requirements.

HM 450 Beverage Management

3 semester hours

A comprehensive overview of all segments of the beverage industry. The production, packaging, distribution, marketing, and service of the full line of beverages served in the food-service industry. These include: beer, wine, distilled spirits, coffee, tea, waters, soft drinks, dairy products, and fruit juices. This segment of the foodservice industry accounts for 15 percent of the foodservice dollar and 25 percent of the foodservice profit.

HM 462 Culture & Cuisine

3 semester hours

Prerequisites: HM 110, HM 250, HM 351, HM 352. This course is an overview of the various cultures, which make up American society. Cuisine as a basis for this study will give the student insight into the cultural mosaic of America. Special consideration will be given to the five pillars of American cuisine: African-American, Native American, Asian-American, Latin America, and Classical European American.

HM 190, 290, 390 Internship

0 semester hours

Prerequisites: HM 110 plus sophomore status. Three 320-clock-hour (minimum) internship programs with selected hospitality firms, usually during the first, second, and third year summers. The Walt Disney College Program Internship counts as two internships, due to its extended length. The three Internships are required but carry zero semester hour credit.

HM-110L Caribbean

HM-211L Europe

HM-230L Africa

HM-499L Asia

Prerequisites: HM-110, 211, 230, 499 as applicable. These international field experiences (study tours) are available as optional course enriching laboratories for hospitality management majors, or as stand alone professional development activities for nonmajors.

DEPARTMENT OF INTERNATIONAL BUSINESS

The Department of International Business offers a degree program leading to the Bachelor of Science in international business and dual majors with other business and nonbusiness areas (i.e.: computer science, international studies, modern languages – See IB Advisor). Minors are also offered for business and nonbusiness majors.

Bachelor of Science in International Business

The program is designed to prepare students for careers in the global business environment and for graduate studies.

Admission to the Program

Through formal declaration of major.

Major Requirements

Students are required to complete 20 credit hours and must earn at least a C grade or better in all business/international core courses. All students are required to take and successfully pass a comprehensive exit examination before the last semester of the senior year.

Requirements for a Minor in International Business

Students majoring in accounting, business administration and hospitality management can earn a minor in international business by completing a total of 13 credit hours, 10 credit hours of which are to be selected from courses included in the international business major requirements.

Course Requirements

General Education Core:			49 hours
Business Core:			57 hours
AC	231	Accounting I	3
AC	231 L	Accounting Lab	0
AC	232	Accounting II	3
AC	232 L	Accounting II Lab	0
AC	336	Advanced Managerial Accounting	3
FI	335	Corporate Financial Management	3
BA	133	Business Computer Applications	3
BA	134	Business Information Systems	3
BA	231	Microeconomics	3
BA	232	Macroeconomics	3
BA	234	Business Law	3
BA	236	Statistics I	3
BA	237	Statistics II	3
BA	312	Research Methods	3
BA	360	Business Communication	3
BA	499	Senior Seminar	3
BL	211	Business Leadership I	1
BL	212	Business Leadership II	1
BL	311	Business Leadership III	1

MG	300	Management & Organizational Behavior	3
MG	493	Business Ethics	3
MG	495	Management Policy & Strategy	3
MK	341	Intro to Marketing	3
International Business Core:			20 hours
FI	402	International Trade and Finance	
MG	350	Operations Management	
MG	470	International Management or	
MK	405	International Marketing	
ML	231		
ML	232		
ML	300 +		
<i>Select 2 credit hours from below (multiple of an option acceptable)</i>			2 hours
BA	490	Internship	
IB	491	International Business/Business Related Topic	
TOTAL HOURS REQUIRED FOR DEGREE			126 hours

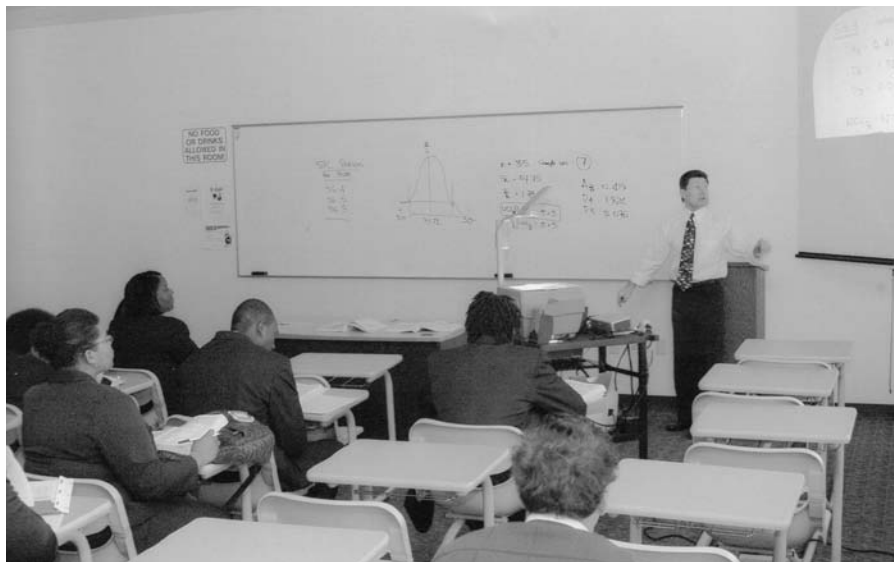
COURSE DESCRIPTIONS FOR THE DEPARTMENT OF INTERNATIONAL BUSINESS

IB 250 Principles of International Business 3 semester hours

An introductory course that provides a foundation on the study of the basic fundamentals of international business by identifying, examining and explaining these elements and applying them to the challenge of conducting international business. Emphasis will be on the dynamics afforded by conducting business in the global arena through the analysis of case studies.

IB 491 Publishable Quality Paper, International Business/Business Related Topic

A primary research paper encompassing a topic dealing directly with or closely associated to a global factor in conducting international business. It is suggested that primary research augment an extensive literature review. The paper is to be written following APA or Chicago Style. The quality of the paper is to be commensurate with the objective outcome: to be submitted to appropriate associations and/or discipline specific journals that utilize blind review criteria for selection for presentation, proceedings publication or journal selection. The paper initiative is one credit hour and may be substituted for one required internship. An additional paper may be substituted for the second required internship.



Instruction designed to develop students' analytical skills and decision-making abilities



SCHOOL OF EDUCATION



Helen Kottler Memorial Building
School of Education

The School of Education offers the Bachelor of Science degree in four areas and teacher certification in selected areas in conjunction with degrees available from four other Schools (Business, Arts and Humanities, Science, Engineering, and Mathematics, and Social Sciences).

OFFERINGS

Degree of Bachelor of Science in the following areas:

- Educational Studies
- Elementary Education
- Exceptional Student Education K-12
- Physical Education: K-12
 - Physical Education with concentration in Recreation (nonteaching)

Teacher certification in the following areas in conjunction with degrees offered by other Schools:

- | | |
|---------------------|--------------------------|
| Biology Education | Music Education |
| Business Education | Physics Education |
| Chemistry Education | Social Science Education |
| English Education | |

ADMISSIONS REQUIREMENTS TO THE TEACHER EDUCATION PROGRAM (TEP)

In order to be admitted into the state approved teacher education program in the School of Education, students seeking a bachelor's degree and Florida State Department of Education teacher certification must satisfy the following:

1. Complete all general education courses.
2. Have a grade point average of at least 2.5 on a 4.0 scale on the general education component of undergraduate studies.
3. Demonstrate mastery of general knowledge, including the ability to read, write, and compute by passing the General Knowledge Test or the CLAST or a combination of these examinations. CLAST passing scores will be acceptable for certification and program completion if earned prior to July 1, 2002. CLAST scores earned after July 1, 2002 will not be acceptable for certification or program completion.
4. Complete a formal application for admission to the School of Education.
5. Document criminal background clearance for field experiences in public schools.

* Teacher Education Program admission criteria may change due to requirements of the Florida State Department of Education (Consult with academic advisors).

OBJECTIVES

The objectives and requirements, which are discussed in this section, apply to the School as a whole. Department requirements are given in the appropriate sections.

The objectives of the School of Education:

1. Prepare caring, committed, and competent teachers for K-12 schools.
2. Provide student field experiences to develop teaching competencies.

3. Prepare students to use research techniques and apply instructional technology.
4. Prepare students to teach in diverse classrooms.
5. Prepare students for successful entrance into graduate studies in education.

GRADUATION REQUIREMENTS

In order to receive a Bachelor of Science degree through the School of Education in a State Approved Teacher Education Major, students must satisfy the following:

1. Have a cumulative GPA of 2.5 on a 4.0 Scale.
2. Complete the general education, professional core, and teaching specialty sequences as specified.
3. Pass all state required tests.
4. Satisfy all published requirements of the College and of the School of Education.
5. Submit and defend a senior research paper as specified by college requirements.

DEPENDING ON INDIVIDUAL NEEDS EDUCATION MAJORS MAY TAKE ONE OR MORE OF THE FOLLOWING:

EDT 380 Applied Test Taking Skills

2 semester hours

Enables students to develop reading, writing, and mathematical competencies, and general test taking strategies.

EDD 380 Developing Teaching Competencies

2 semester hours

A study of teaching designed to enable students to develop professional education competencies in the areas of development of students, evaluating, recording student progress, instructional objectives, learning and teaching, instructional materials, and classroom management. To be taken in conjunction with EDT 380.

TEACHER CERTIFICATION

The School of Education offers services to students who are enrolled in programs leading to elementary or secondary teacher certification in the state of Florida.

Students will be assigned to student teaching only after submitting passing scores on the CLAST, FTCE (professional and subject area), and General Knowledge Test.

The student who has been accepted in the teacher education program must be responsible for keeping abreast of the teacher certification requirements as stated by the Florida State Department of Education, Tallahassee, Florida and for securing additional information from the office of the School of Education regarding new requirements enacted after the printing of this bulletin. In addition, the students should arrange with their advisor to plan a program of study, which will fulfill both state certification requirements and degree requirements. The office of the School of Education is available to assist in program planning and in the interpretation of requirements. **IT IS THE RESPONSIBILITY OF THE STUDENT TO MEET WITH THE ASSIGNED ACADEMIC ADVISOR ON A REGULAR BASIS.**

Students who wish to teach in states other than Florida should be aware that teacher certification requirements differ from state to state. Students should contact the State Department of Education in the state in which they wish to teach for the teacher certification requirements in that state; however, Florida has a reciprocal agreement with other states.

Graduates of approved teacher education programs will be provided transcripts that carry the endorsement of the National Council for Accreditation of Teacher Education and Florida State Department of Education.

TEACHER EDUCATION COUNCIL

The Teacher Education Council, composed of unit faculty and school personnel, meets twice each academic year to provide leadership and direction in the development and implementation of the Teacher Education Program.

REQUIREMENTS FOR STUDENT TEACHING

Applications for student teaching for fall and spring must be filed by **January 15** of each academic year. Students must qualify by **February 10** for placement during the fall term and by **September 10th** for spring term (all passing scores, courses completed and required GPA).

Applications are available on the School of Education website.

Students in Teacher Education who have received D's and F's in courses in the professional requirements and/or in their major area must repeat the courses until the grade of at least C or above has been earned. The required GPA for placement in student teaching is 2.5. This is a requirement prior to assignment to student teaching. In addition, all "I" grades must be removed before the student is assigned to student teaching.

The education core and correlated core must be taken by all education majors who are anticipating completion of studies leading toward teacher certification in the state of Florida. Many courses must be taken in a required sequence. See the curriculum for each area of specialization Handbook for Policies and Procedures for Teacher Education Program requirements.

EDUCATIONAL STUDIES WITHOUT CERTIFICATION

The Educational Studies major leading to a Bachelor of Science degree is designed for students who do not intend to teach or apply for teacher certification. This program does not prepare the student for teaching and does not include the College's endorsement for teacher certification. Declaration of this major must be made in writing to the Dean of the School of Education.

Students choosing an Educational Studies major must satisfy the College's general education requirements, the correlated core courses, the professional educational core courses, and area specialization courses. In addition, the students must complete the College's CLAST requirement, satisfactory completion of the senior research paper, and have a minimum grade point average of 2.0, and a passing score on the FTCE - Professional Exam.

Students selecting this degree will be required to take all courses in a selected area excluding Pre-student Teaching EDP 499, Student Teaching ED 462, and Student Teaching Seminar EDX 462.

College Requirements

Total of at least 124 hours

Completion of General Education Program (49 hours)

Satisfactory completion of CLAST requirement

Satisfactory completion of senior research paper (presentation)

A minimum cumulative grade point average of 2.0
Passing score on Florida Teacher Certification Exam (Professional)

Major Requirements

Correlated core according to major
Professional education core
Area specialization core

Total Semester Hours

General Education (Required Soc. Sc. Elective: PS 230) 49 semester hours
Correlated core 24 semester hours
 CS 132 Computer Applications
 HI 230, 231, or 232 United States History
 MA 390 Math For Teachers
 PH 224 Earth Science
 PS 236 Developmental Psychology
 PS 340 Psychological Measurement
 TSL 370 Principles & Issues in ESOL
 TSL 440 Applied Linguistics (based on Area of Specialization)
 ED 369 Content Reading
 or
 ED 370 K-6 Content Reading
Professional Education Core 18 semester hours
 ED 231 Intro to Education
 ED 351 Curriculum Design & Development
 ED 352 Contemporary Teaching Method
 EDA 352 Contemporary Teaching Practicum
 EDB 352 Teaching Practicum
 ED 403 Classroom Management
 ESE 200 Survey of Exceptional Students
Area of Specialization core 30 semester hours
Electives at least 2 semester hours

These requirements exclude:

EDP PreStudent teaching 1 semester hour
ED 462 Student teaching 12 semester hours
EDX 462 Student teaching seminar 0 semester hours

DEPARTMENT OF ELEMENTARY EDUCATION

Bachelor of Science in Elementary Education

The Bachelor of Science in elementary education is designed to prepare teachers for elementary schools, grades K-6. The program of study is comprised of the general education curriculum, specialized and professional curriculum, and student teaching

Admission to the Program

Requirements for admission to the Bachelor of Science program are specified in this bulletin.

Major Requirement

At least 129 hours and others as specified.

Course Requirements

General Education Program (Required Soc. Sc. Elective: PS 230) 49 hours

Correlated Core

CS 132, HI 230 or 231 or 232, MA 390,
PH 224, PS 236, PS 340, TSL 370, 440 24 hours

Elementary Education Core

ED 231, 320, 325, 330, 333, 336,
351, 352, 368, 370, 403, 437, 439, EDL 350
EDA 352; EDB 352
EDP 499, EDS 499, ED 462, EDX 462
ESE 200 62 hours

Professional Support Courses

EDM 380, EDT 380, EDD 380
TOTAL HOURS REQUIRED FOR DEGREE 135 hours

COURSE DESCRIPTIONS FOR THE DEPARTMENT OF ELEMENTARY EDUCATION

ESE 200 Survey of Exceptional Students 3 semester hours

Prerequisite: EN 131. This is an introductory course covering various exceptionalities and cultural diversity issues with an emphasis on definitions, historical perspectives, student characteristics, trends and issues. (Field experience required.)

ED 231 Introduction to Education 3 semester hours

Prerequisite: EN 131. This course is designed to help preservice teachers examine the American school's historical progress, current issues and organization structures. (Field experience required)

ED 320 Inquiry Science 3 semester hours

Prerequisites: BI 131, PH 224, PH 230, ED 231. This course involves a study of inquiry methods and laboratory experiences relevant to teaching science in the elementary school.

ED 325 Discovery Social Studies 3 semester hours

Prerequisite: HI 230, 231 or 232, ED 352. In this course, students study methods and materials relevant to teaching social studies, emphasizing conceptual orientation and discovery strategies for developing specific social studies skills.

ED 330 Creative Expression: Physical Education 3 semester hours

A study of methods and materials necessary for teaching physical education and health and safety in elementary schools.

ED 333 Creative Expression: Art 3 semester hours

Students are introduced to principles and practices of teaching the visual arts.

ED 336 Creative Expression: Music 3 semester hours

Students are involved in a study of methods and materials of teaching music in elementary schools.

EDL 350 Children's Literature

3 semester hours

Prerequisite: EN 132. This course develops an understanding of the role of children's literature in the cognitive, language, and social development of elementary children. Students will read widely and design literary experiences in children's and young adolescent literature, including picture books, fantasy, historical fiction, poetry, contemporary realistic fiction, and multicultural literature.

ED 351 Curriculum Design & Development

3 semester hours

Prerequisites: ED 231. Students are presented with a review of theories for curriculum formation, the forces at work on the curriculum and social events, which require constantly changing curriculum for a viable education experience for children. (Field experience required)

ED 352 Contemporary Teaching Methods

3 semester hours

Prerequisites: ED 231, ESE 200, PS 236. In this course, students study methods of teaching and strategies for planning and implementing various aspects of curriculum. Corequisite: EDA 352 Contemporary Teaching Practicum. These courses are the prerequisites for many other upper School of Education courses.

EDA 352 Contemporary Teaching Practicum

2 semester hours

This course provides field experiences for teacher candidates to develop and implement competencies pertaining to individualized curricula and instruction. Corequisite: ED 352.

EDB 352 Teaching Practicum

1 semester hour

This course involves a field experience in conjunction with specialized methods courses. Corequisites: Related methods courses

ED 368 Reading Strategies

3 semester hours

Prerequisites: RE 260, ED 352, EDL 350. This course offers a basic understanding of the reading process and its relationship to the other language arts (listening, speaking, and writing). Students study strategies to develop phonemic awareness and comprehension skills, while they learn to authentically assess reading skills to identify pupils' instructional needs.

ED 370 Content Reading K-6

3 semester hours

This course provides the basis for planning stimulating learning experiences using expository text (nonfiction) and informational technology. Students in this course will identify reading demands of text and acquire strategies for assessing and meeting the instructional needs of students in content reading areas of comprehension, vocabulary, structural word analysis and critical thinking skills.

EDM 380 Professional Seminar

0 semester hours

Students must enroll in this course each semester beginning at the sophomore year, except during student teaching. This course provides education majors with relevant information about matriculation and professional development as necessary to complete the program.

ED 403 Classroom Management

3 semester hours

This course is designed to provide students with an understanding of classroom management as it pertains to school safety, professional ethics, and school law.

ED 437 Inquiry Mathematics

3 semester hours

This course offers a study of mathematics content, methods and materials, stressing competency-based approaches to teaching mathematics in elementary schools.

ED 439 Language Learning 3 semester hours

Prerequisites: EDL 350, ED 352. This course acquaints students with theories of learning and innovative practices in teaching in a literature-based, integrated language arts program. With a focus on the writing process and oral communication, students acquire a repertoire of strategies to teach spelling, grammar, speaking and listening skills.

EDX 462 Student Teaching Seminar 0 semester hours

Corequisite: ED 462. This seminar provides assistance to student teachers during the student teaching experience.

ED 462 Student Teaching 12 semester hours

Prerequisites: All course requirements listed above with a GPA of at least 2.50. This course provides an internship experience for education majors, who apply their content knowledge, teaching strategies and classroom management skills in an actual classroom setting.

EDP 499 PreStudent Teaching 1 semester hour

Prerequisite: Passing scores on four parts of the CLAST or General Knowledge Test or a combination of these examinations and General Education requirements. Grade of C or better in EN 131, 132, MA 131, 132, SC 230, RE 260. This course involves students in a study of the Florida Performance Measurement System and 12 Accomplished Practices related to observation and evaluation during student teaching.

EDS 499 Senior Seminar Research Paper 1 semester hour

Prerequisite: Passing scores on three parts of the CLAST and General Education requirements. Grade of C or better in EN 131, 132, MA 131, 132, SC 230, RE 260. There is an emphasis, in this course, on the practical applications of research skills and methods for preparing a senior research paper. Special use of word processing will be required.

ENDORSEMENT — ESOL (ELEMENTARY EDUCATION)

TSL 370 Principles and Issues in ESOL 3 semester hours

This course is designed to provide the preprofessional in education with a knowledge base to teach in diverse classrooms to (1) use best practices in ESOL instruction, (2) integrate theories and principles of second language learning and apply them in classroom instruction, and (3) understand the parameters of the META Consent Decree.

TSL 440 Applied Linguistics 3 semester hours

This course is designed to provide the preprofessional in education with historical information on language planning related to ESOL and Bilingual Education in the United States, especially in Florida, and other countries. Students will thoroughly analyze the linguistic agenda and its effect on the ESOL classroom.

DEPARTMENT OF EXCEPTIONAL STUDENT EDUCATION

Bachelor of Science Degree in Exceptional Student Education

The Bachelor of Science is designed to prepare teachers to work with students in grades K-12 who are assigned to classes for specific learning disabilities, mental disabilities, emotional disabilities, or varying exceptionalities.

Admission to the Program

Admission to the program in exceptional student education is specified under the admission section for the School of Education.

Major Requirements

The program of studies must be completed with a minimum of 132 semester hours. Students are required to demonstrate competency in field experiences and student teaching of specific learning disabilities, mental disabilities, emotional disabilities, or varying exceptionalities.

Course Requirements

General Education Program 49 hours
Required social science elective - PS 230

Correlated Core:

CS 132, PH 224, HI 230, 231 or 232, 236, 340, MA 390, TSL 370, 440 24 hours

Exceptional Student Education Core:

ESE 200, 300, 305, 310, 330, 330X, ED 231, 351, 352, 368,
EDA 352, EDB 352, ESE 400, 403, 410, 430, 450,
ED 370 *or* ED 369, 439, EDP 499, EDS 499, ED 462, EDX 462 65 hours

Professional Support Courses:

EDM 380, EDD 380***, EDT 380*** 0-2 hours

TOTAL HOURS REQUIRED FOR DEGREE 138 hours

***May be taken as needed

**COURSE DESCRIPTIONS FOR THE DEPARTMENT OF
EXCEPTIONAL STUDENT EDUCATION**

ESE 200 Survey of Exceptional Students 3 semester hours

This is an introductory course covering various exceptionalities and cultural diversity issues, with an emphasis on definitions, historical perspectives, student characteristics, trends and issues. Field experience required.

ESE 300 Nature and Needs of the Mildly Handicapped 3 semester hours

Prerequisite: ESE 200. A course designed to examine the nature and needs of, and curricular planning for, emotionally handicapped, educable mentally handicapped, and specific learning disabled students.

ESE 305 Language Development for Exceptional Learners 3 semester hours

Introductory course in language development and communication skills of the exceptional learner. Course includes language development (language, reading and writing skills) and disorders of various exceptionalities, the impact of language on learning, and augmentative communication.

ESE 310 Theories of Learning Disabilities 3 semester hours

Concepts, research and theories of learning disabilities are discussed. Characteristics, classification of students and educational services are also studied.

ESE 330 Assessment of Exceptional Students 3 semester hours

Knowledge of formal and informal evaluation techniques commonly used in the screening, diagnosis, and program evaluation for exceptionalities. Results from evaluation measurements are used for interpretation, analysis, communication and application.

ESEL 330 Assessment Practicum 0 semester hours

Hands on practical experience in application of knowledge and skills acquired in ESE 330 through simulated experiences and school visits.

EDM 380 Professional Seminar 0 semester hours

Students must enroll in this course each semester, beginning at the sophomore year, except during student teaching. This course provides education majors with relevant information about matriculation and professional development as necessary to complete the program.

ESE 400 Social/Personal Skills of Exceptional Students 3 semester hours

Social and personal skills of mildly handicapped students are explored. Employability skills, career awareness, and transition planning for adult living are emphasized.

ESE 403 Applied Behavior Analysis 3 semester hours

This course is designed to provide students with an understanding of classroom management as it pertains to school safety, professional ethics, and school law, with an emphasis on learning and behavior disordered students.

ESE 410 Curriculum and Instructional Materials 3 semester hours

Specialized curriculum and materials for teaching exceptional students are examined, including state standards and resources.

ESE 430 Instructional Strategies for the Learning Disabled/Mentally Disabled 3 semester hours

Prerequisites: ESE 300, ESE 305, ESE 310, ESE 330, ESE 403. Instructional strategies and models for teaching students with specific learning disabilities and mental disabilities. Specialized approaches to teaching basic skills, functional skills, developmental programming, and cognitive strategy instruction to students ranging in grades kindergarten through high school are provided. This course is taken concurrently with EDB 352 in which competencies in teaching LD/MH are demonstrated through field experience and microteaching. Corequisites: ESE 410, ESE 450

ESE 450 Instructional Strategies for the Emotionally Handicapped 3 semester hours

Instructional strategies for teaching students who are emotionally handicapped. Instructional techniques and motivational strategies, as well as development, implementation, and evaluation of individualized education plans and data management will be stressed. This course is taken concurrently with EDB 352 in which competencies in teaching EH are demonstrated through field experience and microteaching. Corequisites: ESE 410, ESE 430

ED 462 Student Teaching 12 semester hours

Prerequisites: All course requirements listed above with a GPA of at least 2.50. This course provides an internship experience for education majors, who apply their content knowledge, teaching strategies and classroom management skills in an actual classroom setting.

EDX 462 Student Teaching Seminar 0 semester hours

Corequisite: ED 462. This seminar provides assistance to student teachers during the student teaching experience.

ENDORSEMENT — ESOL (EXCEPTIONAL STUDENT EDUCATION)

TSL 370 Principles and Issues in ESOL 3 semester hours

This course is designed to provide the preprofessional in education with a knowledge base to teach in diverse classrooms to (1) use best practices in ESOL instruction, (2) integrate theories and principles of second language learning and apply them in classroom instruction, and (3) understand the parameters of the META Consent Decree.

TSL 440 Applied Linguistics 3 semester hours

This course is designed to provide the preprofessional in education with historical information on language planning related to ESOL and Bilingual Education in the United States, especially in Florida, and other countries. Students will thoroughly analyze the linguistic agenda and its effect on the ESOL classroom.

DEPARTMENT OF PHYSICAL EDUCATION

The Department of Physical Education offers programs leading to the Bachelor of Science in physical education with teacher certification at K-12 levels and with nonteaching concentration in recreation. Teacher Education majors earning K-12 certification may take courses to add Health Education to the Florida teacher certificate.

Bachelor of Science in Physical Education

The physical education program of studies for teacher education is designed to train teachers for careers at all levels in elementary, middle, and/or high schools. A student completing the K-12 level physical education program may complete courses to add health education certification to the Florida teaching license. An alternative to the teacher preparation program is a recreation concentration designed to prepare professionals for careers as recreation supervisors, sports managers, program directors, and corrective physical therapists with additional selected courses. The recreation concentration will provide experiences which prepare majors for employment in both recreational and athletic programs.

Admission to the Programs

Completion of College admission requirements and completion of Teacher Education requirements as specified in this bulletin.

Course Requirements: K-12

General Education (Required Soc. Sc. elective PS 230)	49 hours
Education and Correlated Courses	57 hours
ED 231, ESE 200, ED 351, ED 352, EDA 352, EDB 352, MA 390	
HI 230/231/232, PH 224, EDP 499, BI 335, CS 132, PS 236	
ED 369, TSL 370, ED 403, ED 462, EDS 499	
Physical Education Core	40 hours
PES 214, PE 224, PE 232, PE 301, PE 302, PE 303, PE 315, PE 325,	
PE 326, PE 335, PE 338, PER 430, PE 340, PE 341, PE 435	
TOTAL HOURS REQUIRED FOR DEGREE	146 hours

Professional Support Courses

EDM 380, EDT 380, EDD 380

Course Requirements: Add-on Certification in Health

BI 449 or BI 244 4 hours

PE 336	3 hours
Health Related Electives	6 hours
BI 131 and BI 335 (6 required hours for Degree)	6 hours
TOTAL	19 hours

Bachelor of Science in Physical Education with concentration in Recreation

The recreation concentration focuses on understanding the role of recreational/leisure activities and the impact on individuals in society. Program options include work relating to recreational opportunities for the elderly, leisure education and promotion, at-risk youth, recreation programming, natural resources recreation management, and water-based recreation.

Course Requirements

General Education Program	49 hours
Correlated Core	14 hours
CS 132, BI 335, HM 351, PES 214, PEH 231	
Recreation Core	56 hours
PER 220, 224, 301, 302, 303, 315, 320, 336, 337, 341, 435	
REC 225, 231, 232, 331, 333, 338, 421, 430, 435, 499	
REC 310, 490	15 hours
TOTAL HOURS REQUIRED FOR DEGREE	134 hours

COURSE DESCRIPTIONS FOR THE DEPARTMENT OF PHYSICAL EDUCATION

Physical Education Activities

The purpose of the skill requirement is to enable the student to develop higher levels of physical fitness, body coordination, and cardiovascular endurance through selected games (PE 111, PE 112) and individual or dual sports (PE 211, PE 212). Games are basically for freshman and individual or dual sports are suggested for sophomore students. Each course is one semester hour; the two-semester hours requirement cannot be taken simultaneously. Instruction and practice are offered in the following activities: Basketball, modern dance, slimnastics, soccer, physical fitness, volleyball, and jazz exercise. Also, bowling, archery, golf, racquetball, tennis, badminton, handball, swimming and weightlifting. Swimming (**PES 214 - 2 hrs.**) is required for majors in physical education and recreation.

PE 220 Folk, Social and Square Dance 2 semester hours

Provides instruction and practice in the fundamental concepts and patterns of movement in folk, square, and modern dancing. Affords opportunities for creativity, self-expression, rhythmic, and social change.

PER 224 Principles in Coaching and Officiating Sports 2 semester hours

A course concerned with the teaching of specific sports, the organization of practice sessions, and the development of an effective training program PE 224. Teaches coaching and officiating techniques involved in individual, dual and team sports.

PER 230 First Aid and Safety 2 semester hours

A study of techniques of first aid for the injured in home, school and community. Safety measures and accident prevention emphasized in all aspects of school, home and community life. Special attention given to physical education first aid policies and procedures. Meets requirements for American Red Cross certificate.

PER 231 Intramural Sports 2 semester hours

A study of theory and practice in developing and conducting intramural programs at the high school and college levels. Emphasis directed on the history and scope of intramural sports.

PE 232 Foundations, Principles, Trends and History 3 semester hours

An orientation to the field of health, physical education, and recreation. Emphasis on foundations, principles, trends and history of physical education; assessment of student interests, competencies, vocational preferences, and potential in the area.

PE 301, PE 302, and PE 303 Theory and Practice Courses in Physical Education

A use of theory and practice to develop actual teaching skills, class organization, lesson plans, and teaching units for regular classroom and special populations.

PE 301 Theory and Practice of Teaching Swimming, Football, Soccer, and Volleyball 2 semester hours

PE 302 Theory and Practice of Teaching Basketball, Badminton, Track, and Field Tennis 2 semester hours

PE 303 Theory and Practice of Teaching Softball, Modern Dance, and Gymnastics 2 semester hours

PE 310 Departmental Internship 1 semester hour

Provides teaching experience in the physical education program at Bethune-Cookman College. Two hours laboratory teaching per week under faculty supervision. Repeatable up to three semester hours.

PE 315 Prevention and Care of Athletic Injuries 3 semester hours

Theory classes in conditioning and training for the prevention of athletic injuries as well as diagnostic procedures, massage, tapping, hydrotherapy, electrotherapy. And the handling of emergencies involving athletic injuries. Two laboratory hours per week.

PE 320 Games in the Elementary School 3 semester hours

Fundamental principles of safe, efficient, aesthetic movement for children. Teaches the primary basic fundamental uses of the body.

PE 322 Gymnastics in the Elementary School 3 semester hours

A study of how gymnastics aid the development of the whole child. Teaches how the large muscles in these activities plus the development of fine muscle coordination, flexibility, balance, and timing round out the muscle building process in the most satisfactory manner.

PEH 231 Health Education 3 semester hours

A study of the basic and essential understanding for health educators to develop and conduct health education programs that are health-oriented rather than disease-oriented.

PE 325 Teaching Physical Education in the Elementary School 3 semester hours

Prerequisite: ED 352 and EDA 352. Methods of instruction, materials, theory, testing, and practice of teaching techniques and program planning. Consideration given to the physical, psychological and social characteristics of children at each elementary school age level and their application to physical education. Practical experience in lesson planning, organizing and teaching through field experience participation.

PE 326 Teaching Physical Education in the Secondary School 3 semester hours

Prerequisite: ED 352 and EDA 352. A provision of a conceptual approach to the organization and administration of the total physical education program on the secondary level.

Practical experience in curriculum construction with emphasis on developing lesson plans, organizing, teaching, materials and test construction through field experience participation.

PE 335 Kinesiology 3 semester hours

An analysis of the mechanical and muscular action involved in human motion. Emphasis on analysis of physiological principles and laws governing motor activity.

PE 336 Personal and Community Health 3 semester hours

An emphasis in consumer and environmental health, prevention and control of disease.

PER 337 School and Community Recreation 3 semester hours

A presentation of data for developing and operating recreation programs in the school and community. Development of methods and materials for conducting programs at camps, schools, playgrounds and community centers. Review of the theories of play and recreation principles presented.

PE 338 Organization and Administration of Health, Physical Education & Recreation 3 semester hours

Study in use of traditional approach and case study method in analyzing the organizational structure and administrative procedures of the health, physical education and recreation programs. Emphasis on the philosophy, methodology, policies, procedures and budget in relation to the required, intramural, adapted and inter-scholastic areas of the total program.

PE 340 Tests and Measurements in Physical Education 3 semester hours

A discussion of the techniques for measuring and evaluating students' performance and programs in physical education, elementary statistical procedure, and grading in the area.

PE 341 Motor Development 3 semester hours

A course in tracing the patterns of growth and development in young children, understanding the growth process, and understanding the inter-relationship of structure and functions in human beings. Sees the relationship of physical and motor development to human actions and interactions.

PER 421 Areas and Facilities Management 3 semester hours

A course designed to introduce the student to the areas of recreational facilities to include planning, design, construction, and maintenance; and to the broad area of low organizational sports, games and activities. Emphasis on creativity and innovation.

PE 430 Adaptive and Corrective Physical Education 3 semester hours

A study of conditions which require the physical education program to be adapted to meet the special needs of the exceptional and handicapped students. Attention given to an analysis of normal and faulty posture and body mechanics.

PE 413 Movement Education 3 semester hours

A course which stresses awareness of the body and understanding of how the body moves to develop efficient and effective motor development. Movement education exploits the science of movement and helps young people become more aware of their bodies and how to have better and more efficient movement.

PE 435 Physiology of Exercise 3 semester hours

A study of the physiological responses which occur during physical activity such as the demands of the circulatory and respiratory systems and how the body attempts to meet those demands during vigorous exercise.

PE 462 Student Teaching

12 semester hours

Prerequisite: special permission required. The final phase of the field experience, a period of intensive training through an assignment to a physical education class. Emphasis will be placed on development of the competencies incorporated in the Florida Professional Orientation Program (formerly Beginning Teacher Program).

PE 490 Field Experience

6-15 semester hours

Prerequisite: special permission required. The final phase of the nonteaching curriculum. It is a period of intensive training offered through assignment to a social agency such as YWCA/YMCA, community centers, or human resource centers. The course is designed to prepare students for nonteaching careers such as recreation supervisors, program directors, and corrective therapists.

COURSE DESCRIPTIONS FOR RECREATION

REC 225 Introduction to Recreation

3 semester hours

A survey of the career opportunities in health, physical education, recreation, sports fitness management, and athletic training that exist in human service agencies, recreation agencies, fitness centers, and educational institutions. Fieldwork may be required.

REC 232 History & Philosophy Recreation

3 semester hours

Major historical and philosophical developments in sport and recreation, including inter-scholastic, intercollegiate and professional sport. Development of the recreation and commercial fitness industries are examined.

REC 331 Recreational Leadership

3 semester hours

Introduces students to the techniques and dynamics of leadership in recreation, and to the fundamental concepts, characteristics, and trends in recreation program planning.

REC 333 Outdoor Resources/Camping

3 semester hours

Introduces students to recreational participation in natural environments. Includes analysis of the characteristics of recreation, the responsibilities of federal, state, regional and local governments in providing recreational opportunities, tools for recreation administration, and recreation resource policy.

REC 338 Organization/Administrative Recreation

3 semester hours

Designed to teach students the fundamentals of organization and administration in the delivery of physical education, school health and leisure services. Course covers topics such as leadership, communications, effective management and marketing. Time is also devoted to budget/fiscal practices, policy making, personnel management and training.

REC 430 Recreation for Special Population

3 semester hours

This course is designed to assist students in developing competencies in the practical application of theoretical constructs for the delivery of therapeutic recreation services in clinical settings. Fundamental principles of client assessment, task and activity analysis, program development and evaluation will be presented. In addition, an overview of the effects of various developmental, cognitive, emotional, physiological, and other disabling conditions on leisure behavior patterns will be emphasized with concomitant strategies and techniques for treatment and rehabilitation.

REC 490 Recreation Internship

6-15 semester hours

A supervised professional work experience (500 work hours) is an important part of the

physical education/recreation curriculum. The work experience exposes the student to the operations of recreation programs and provides him with experience that can enable him to obtain employment upon graduation. Placement can be in public, private or voluntary agencies.

REC 499 Senior Research

1 semester hour

An individual study of a topic or series approved in advance by the instructor and the School dean.



Student volunteers share the joy of reading with young members of the community.



B-CC students serving the community's youth.

SCHOOL OF NURSING



Dr. Alma Yearwood Dixon, Dean, School of Nursing,
with future professional nurses.

The nursing program was founded in 1978, and it became the second basic collegiate program of nursing in a predominantly minority institution in the state. In 1997, the College approved the nursing program as an academic School. The School of Nursing is approved by the Florida State Board of Nursing and accredited by the National League for Nursing Accrediting Commission (NLNAC).

The Bachelor of Science program in nursing has as its primary purpose to educate men and women as beginning practitioners who possess all the qualities necessary for leadership roles in the practice of their profession and of the communities in which they live. A balanced curriculum offers courses in the liberal arts, the sciences, the humanities and nursing. Some introductory courses relating to world, regional and local health issues are offered during the freshman and sophomore years; however, the majority of the nursing courses are concentrated in the junior and senior years. These courses involve nursing students in classroom and clinical learning experiences in area hospitals, long-term care facilities, home-health care, hospice, the health department, and early childhood facilities, restorative, rehabilitative and mental health agencies and many other community-based settings.

Students learn to apply theory in developing competencies in nursing practice, while caring for the client as an adult or child, families of childbearing age, or the elderly. Concepts related to cultural competence and caring for vulnerable populations are interwoven throughout the curriculum.

Courses in research, leadership and management are designed to aid the student in developing the ability to think creatively and develop skills in critical thinking.

Upon graduation, the student receives a Bachelor of Science degree in nursing and is eligible to take the National Council of State Boards of Nursing Licensure Examination for Registered Nurses (NCLEX-RN).

ADMISSION REQUIREMENTS

Students are admitted to the School of Nursing at the beginning of the spring semester of the sophomore year. Since enrollment is limited to the number for whom physical and clinical facilities are available, attention will be given only to applicants meeting the requirements listed in the Bethune-Cookman College Undergraduate Catalog and in the School of Nursing Student Handbook.

Credit received on the basis of CLEP examinations or equivalent transfer credit from another institution may be included as part of these requirements. Nursing transfer credits in the generic program are not accepted from another institution.

The following requirements are part of the process used to determine eligibility for admission to the School of Nursing:

1. The nursing curriculum is based on seven semesters with required summer semester(s). Students are admitted in the fall or spring semester following the semester in which general education and nursing prerequisites are met. The plan for fall and spring admission is contained in the School of Nursing Handbook.
2. A passing score on at least three parts of the CLAST or exemption from the CLAST subtests (See B-CC requirements for CLAST exemption). Students are encouraged to take GE 280 CLAST Preparation;
3. A cumulative GPA of 2.8 or above;

4. All courses listed as nursing prerequisites must be completed at a level of "C" or above. Students who receive a grade below "C" in these courses must retake the course;
5. A physical examination (as defined in the School of Nursing Student Handbook) is required from a qualified physician or advanced health care practitioner;
6. Two letters of reference, e.g., from an employer, teacher, professor, counselor or community leader;
7. A current CPR (adult and child) card; and
8. A personal interview with member(s) of the School of Nursing Admission Committee.

Background Check Policy

Bethune-Cookman College requires that students submit to a criminal background check by the Florida Department of Law Enforcement prior to enrolling in the School of Nursing. The State of Florida Board of Nursing requires this information as a condition of licensure, and many clinical sites at which students will train require fingerprinting and background checks as well. The College does not use this information for the purpose of making decisions regarding admission to the School of Nursing. However, because clinical experience is an integral part of the nursing curriculum, a criminal history may hinder a student's progression through the program. The School of Nursing will make reasonable accommodations to provide alternative clinical sites for students whose participation is not accepted by a clinical agency. A student's inability to satisfy clinical requirements, however, may result in dismissal from the School of Nursing.

Course Requirements

Prerequisites (including General Education)	61 hours
Nursing	72 hours

RN-BSN Track

The registered nurses' track within the bachelor's degree program allows registered nurses, who are registered to practice in the state of Florida, to enroll in the RN-BSN track. Registered nurses with an Associate of Arts degree or diploma may receive credit for prior nursing and science courses through a variety of validation procedures. RN-BSN students may complete their studies in as little as one year and one summer, once they have met all of the prerequisite courses required by the School of Nursing.

Progression - Retention and Graduation

Once a student has been admitted to the nursing program, he or she will be required to comply with the following progression, retention, and graduation policies:

- 1) All prerequisite courses and all courses in the upper level of the School of Nursing must be completed with a grade of "C" or above.
- 2) Students who earn a grade below "C" in a nursing course must retake the course and pass with a "C" or better. Students, who fail NU 280 Critical Thinking, NU 283 Nursing Concepts, and NU 285 Pharmacology, may continue in the program and repeat the course the next time it is offered. Failure in all other courses will stop the student's progression in the program and the course must be taken the next time it is offered.

- 3) Students who earn a failing grade in NU 281 Fundamentals of Nursing, NU 282 Health Assessment, NU 284 Care of the Emerging Family, NU 303 Adult Health I, NU 305 Adult Health II, NU 307 Child Health, NU 403 Psychiatric Mental Health Nursing, NU 405 Community Health Nursing, NU 406 Nursing Research, NU 449 Comprehensive Review I, NU 407 Adult Health III, NU 433 Leadership & Management, NU 499 Nursing Seminar, NU 401 Nursing Internship and NU 450 Comprehensive Review II, and are considered out of sequence in the nursing curriculum and are required to take and pass NU 395 Developmental Survey I or NU 495 Developmental Survey II prior to repeating the course in which a failing grade was earned.
- 4) Failure in a course that was repeated constitutes a second failure in a nursing course and the student will be terminated from the School of Nursing. A student who fails two nursing courses is permanently dismissed from the School of Nursing. Such students may not reapply to the Bethune-Cookman College School of Nursing.
- 5) A comprehensive exit examination is required of Bethune-Cookman College. In the School of Nursing this comprehensive examination is given in NU 450, Comprehensive Review II. In order to pass NU 450 Comprehensive Review II, a student must pass the School of Nursing comprehensive Exit Exam. Failure of NU 450 Comprehensive Review II constitutes failure of a nursing course. This exit exam is given three times a year, twice during the spring semester and at the end of the summer semester. Students are eligible to sit for the exit examination only if they have successfully passed all of the courses in the nursing curriculum with a grade of C or better.
- 6) The School of Nursing adheres to all general requirements and procedures of the College for progression and graduation.

Special Requirements for Nursing Majors

Clinical experience is essential to augment learning in the classroom. In order to practice in the clinical area a student must have an annual physical. Standardized tests are an important measure of student mastery of classroom content and clinical experiences. These special requirements are defined in the School of Nursing Student Handbook.

COURSE DESCRIPTIONS FOR THE SCHOOL OF NURSING

NU 280 Critical Thinking

2 semester hours

This course is based on introducing prenursing students to critical thinking skills evolving from simplistic thinking, (memory and comprehension) to more complex thinking, inclusive of analysis and basic problem solving skills. In order to provide insight into requirements needed in the provision of effective care in clinical and community settings: students are introduced to the nursing process. The nursing process is demonstrated by comparison and simple analysis of life experiences for which the student is familiar. As a result, the student can readily discern how some experiences may influence the concepts of health, environment, nursing, and person. Throughout the course, the concepts of communication, therapeutic interventions, community needs and professionalism are discussed.

NU 281 Fundamentals of Nursing

6 semester hours

This theory/laboratory course focuses on the development of fundamental clinical skills in nursing. Scientific principles which guide nursing practice is an integral part of the content and forms the basis for nursing interventions. Students are provided with the opportunity

to learn and practice skills in a variety of clinical settings. The nursing process is used as the organizing framework as students make relationships between fundamental principles theories and concepts within the practice setting. Critical thinking and metacognitive abilities in the provision of client-centered care are emphasized.

NU 282 Health Assessment

3 semester hours

A theory/laboratory course, which focuses on developing skills in performing a biopsychosocial assessment of individuals of all ages. Fundamental health assessment skills are introduced and practiced in the clinical laboratory setting on campus and applied in community based settings.

NU 283 Nursing Concepts

3 semester hours

This is a theory based course that introduces the major concepts of nursing based on the philosophy of the Bethune-Cookman College School of Nursing program. These concepts will be introduced in the context of professional practice, critical thinking, leadership and management, communication and therapeutic psychosocial nursing interventions in acute care and community-based settings.

**NU 283 Nursing Concepts
(RN-BSN Students)**

3 semester hours

This is a theory based course that introduces major concepts of professionalism in the practice of a baccalaureate prepared nurse. The concepts include communication and collaboration with diverse groups of patients, families and health care colleagues as well as ethical and legal dilemmas in both a variety of clinical settings.

NU 284 Care of the Emerging Family

6 semester hours

A theory/clinical course designed to introduce the student to the concepts of family centered nursing care focusing on the mother and newborn child. It is based on the synthesis and application of knowledge from the biophysical, behavioral humanistic sciences. Emphasis is placed on the use of the nursing process to assist in meeting the physiologic and psychosocial needs of women, infants, and families. Effective communication techniques are utilized to foster therapeutic relationships with the mother and newborn infant as well as effective interpersonal relationship with health care team members. Nursing theories are incorporated as an integral part of client education, health maintenance and promotion. The clinical component of the course provides learning opportunities for the student in acute and community settings, giving the students the opportunity to utilize the critical thinking approach to plan, implement, and evaluate the care of the mother, newborn and family.

NU 285 Pharmacology

3 semester hours

This course focuses on nursing pharmacology, including neuropharmacology, by presenting a firm theoretical foundation and practical approach to drug therapy applicable in a variety of healthcare settings. It also reinforces fundamental principles and reviews routes of drug administration. Pharmacological theory and principle action of drug agents are integrated with the nursing process to facilitate the students' learning in the clinical environment.

NU 303 Adult Health I

6 semester hours

This is the first in a series of theory/clinical course focuses on the role and responsibilities of the nurse in caring for adults who are experiencing alterations in health. Theories and concepts are presented within the framework of the nursing process. Focus is on adult clients experiencing alterations in health, protective mechanisms of acid base and immune responses, problems of oxygenation, problems of cardiac output and tissue perfusion, and

problems of protection. In the clinical area, students are given the opportunity to utilize the critical thinking skills in providing nursing care and emphasis is placed on using communication skills, organizing nursing care, and implementing therapeutic nursing interventions in acute care and home environments. Pharmacology and diet therapy are integrated throughout the course.

NU 305 Adult Health II**6 semester hours**

This is the second in a series of theory/clinical course focus on the role and responsibilities of the nursing in caring for adults who are experiencing acute / chronic alteration in health. Theories and concepts are presented within the framework of the nursing process. Focus is on adult clients experiencing alterations in health: problems of mobility, sensation and cognition; problems of regulation and metabolism; problems of protection, excretion, and reproduction, problems of digestion, nutrition and elimination. In the clinical areas, students are given the opportunity to utilize critical thinking skills in providing nursing care, and emphasis is placed on using communication skills, organizing nursing care, and implementing therapeutic nursing interventions in a variety of settings. Pharmacology and diet therapy are integrated throughout the course.

NU 307 Child Health**6 semester hours**

A theory/clinical course, focuses on the role and responsibilities of the nurse in caring for the pediatric client and family. The course focuses on primary and secondary prevention, which is required during normal growth and development as well as nursing care during acute and chronic childhood illnesses. Pharmacology and diet therapy are integrated throughout the course. In the clinical area, students are given the opportunity to utilize the critical thinking approach of the nursing process to plan, implement, and evaluate both the care of hospitalized children and their families and the care of the children and families in community settings.

NU 395 Developmental Survey I**3, 6, 9 or 12 semester hours**

This course is required for all students who are out of sequence in the nursing program. It is designed to ensure that the enrolled student is competent in all aspects of the junior level theory and clinical practice. It is a review course that enhances the students' knowledge of didactic theory and clinical practice related to content covered in the beginning and junior level curriculum. It is an individualized and self-directed course with guidance from the faculty. An individual student plan (ISP) is developed as an assessment of student areas of strength and areas of needed improvement. Credit hours are based on the ISP. Several methods of evaluation are used to assess student mastery of content covered in the class and clinical setting.

NU 401 Nursing Internship**2 semester hours**

Taken in tandem with NU 433, is a two-week independent internship for the senior nursing major. The course will provide the opportunity to apply principles of management of care in the delivery of comprehensive client care in collaboration with a Level Two Preceptor in an acute care setting. This course will also assist the student nurse in the transition from academic environment to the realities of professional practice.

NU 403 Psychiatric-Mental Health**6 semester hours**

This theory and clinical/laboratory course focuses on the nursing care of clients with maladaptive patterns of behavior. Clinical experiences will reinforce the application of the use of the nursing process and the interdisciplinary care plan to support adaptive and effective

coping skills of the individual, the family, and groups in primary, secondary, and tertiary settings. There is an integrated focus on health promotion, maintenance, and restoration in various in-patients and community based settings.

NU 405 Community Health**6 semester hours**

This theory/clinical course provides a foundation of knowledge to assist students to care for the community as client. Emphasis is placed on health promotion and disease prevention as well as strategies to address many social problems that impact on the health of a community such as homelessness and domestic violence. Clinical experiences occur in a variety of community agencies that provide services to a diverse population.

NU 406 Nursing Research**3 semester hours**

This course introduces the baccalaureate-nursing student to the concepts and process of research in nursing. Emphasis is on critiquing published research in preparation for the student to conduct a research study.

NU 407 Adult Health III**6 semester hours**

This is the third in a series of theory/clinical course based on advanced medical-surgical nursing. It focuses on the role and responsibilities of the nurse in caring for adults who are experiencing acute illness and those who are experiencing complex, multiple systems disorders encountered in acute and critical care settings. Pharmacology and diet therapy are integrated throughout the course.

NU 433 Leadership & Management**3 semester hours**

A theory course in which selected principles and concepts of leadership and management are applied to professional nursing. Standards of professional care are examined in the context of issues related to: healthcare systems, organizational designs and governance, roles and relationships, quality improvement and cost containment, change theory and agent, and ethical practice and legal responsibilities. A two week clinical practicum (Nursing Internship) is completed at the end of the course with a Level Two preceptor in NU 401.

NU 449 Comprehensive Review I**1 semester hour**

This is the first comprehensive review course. During this course students will identify their areas of strength in nursing content as well as the areas in which they need to focus their study efforts. Time management, goal setting and test taking skills sessions will also facilitate student individual review sessions. In addition to independent learning, specific course reviews will be held with content experts.

NU 450 Comprehensive Review II**1 semester hour**

This is the second comprehensive review course. During this course, students will identify their areas of strength in nursing content as well as the areas in which they need to focus their study efforts. The goal of this section is to focus on 1) preparation for the Comprehensive Exit Exam, which is given during the course; and 2) preparation for the National Council Licensure Examination, which they will take post graduation. In order to pass this course a student must pass the comprehensive exit exam.

NU 495 Developmental Survey II**3, 6, 9 or 12 semester hours**

This course is required for all students who are out of sequence in the nursing program. It is designed to ensure that the enrolled student is competent in all aspects of the senior level theory and clinical practice. It is a review course that enhances the students' knowledge of didactic theory and clinical practice related to content covered in the senior level curriculum.

It is an individualized and self-directed course with guidance from the faculty. An individual student plan (ISP) is developed as an assessment of student areas of strength and areas of needed improvement. Credit hours are based on the ISP. Several methods of evaluation are used to assess student mastery of content covered in the class and clinical setting.

NU 499 Seminar in Nursing

3 semester hours

A theory course designed for the analysis, synthesis and evaluation of nursing knowledge. Current nursing issues and trends that relate to professional nursing and the health care delivery system will be discussed. Presentation of the research paper developed in NU 406 Nursing Research is a requirement of the course.



Faculty instructing students to become competent, caring, registered professional nurses using SIM Baby and technology.



SCHOOL OF SCIENCE, ENGINEERING, AND MATHEMATICS



Students receive training in Research Techniques

The School of Science, Engineering, and Mathematics offers the Bachelor of Science degree in the biological and physical sciences with specialized training in preprofessional areas of medicine and health care. The School offers research opportunities to many students through grants and contracts.

OFFERINGS

1. Degree of Bachelor of Science in the following areas:
 - Biology
 - Chemistry
 - Computer Engineering
 - Computer Information Systems
 - Computer Science
 - Mathematics
 - Physics
2. Degree of Bachelor of Science in education in collaboration with the School of Education in the following areas:
 - Biology Education
 - Chemistry Education
 - Physics Education
3. Minors in the following areas in conjunction with the B.S. degree:
 - Biology
 - Chemistry
 - Computer Information Systems
 - Computer Science
 - Environmental Sciences
 - Mathematics
 - Physics
4. Degree of Bachelor of Science in the following area in collaboration with other institutions of higher learning:
 - Engineering, which is done in a 3+2 arrangement with Tuskegee University, University of Florida, University of Central Florida, Florida Atlantic University, Florida A & M University, Florida State University, and North Florida University.
5. Preprofessional training in conjunction with a bachelor's degree:
 - PreChiropractic
 - PreDentistry
 - PreEngineering
 - PreMedicine
 - PreOptometry
 - PrePharmacy
 - PreVeterinary Medicine

ADMISSION REQUIREMENTS TO THE SCHOOL

Completion of requirements for General Studies as identified in the undergraduate catalog.

A cumulative grade point average of 2.0.

Completion and approval of an admissions application to the School of Science, Engineering and Mathematics.

OBJECTIVES AND GENERAL REQUIREMENTS OF THE SCHOOL

The requirements and objectives, which are discussed in this section, apply to the school as a whole. Area requirements are given under area offerings.

The objectives of the School of Science, Engineering, and Mathematics are the following:

1. To provide specialized training for students in the fields of biology, chemistry, computer science, mathematics, and physics.
2. To prepare students for entrance into professional schools of medicine, dentistry, engineering, veterinary medicine, and chiropractic medicine.
3. To train students for successful entrance into graduate studies in the fields of biology, chemistry, computer science, mathematics, and physics.
4. To provide specialized training for students who are interested in teaching biology, chemistry, mathematics, and the broad field of science.
5. To offer those science courses, which are, considered a part of the Bethune-Cookman College General Education Program.
6. To provide students the opportunity to learn skills in computer technology.
7. To expose students to research techniques and theories while acting as research assistants with research faculty.

The following courses or the equivalence are required of all science and mathematics majors except computer information systems:

General Biology I, BI 141, BI 141L	4 hours
General Biology II, BI 142, BI 142L	4 hours
General Chemistry I, CH 141, CH 141L	4 hours
General Chemistry II, CH 142, CH 142L	4 hours
Pre-Calculus, MA 135	3 hours
Analytic Trigonometry, MA 136	3 hours
Calculus w/Anal. Geom. I, MA 241	4 hours
Calculus w/Anal. Geom. II, MA 242	4 hours
College Physics I, PH 251, PH 251L	4 hours
College Physics II, PH 252, PH 252L	4 hours

The science and mathematics courses may be waived when other courses in those subjects are required for the major. Science and mathematics majors may substitute MA 241 for MA 135 and MA 136, provided they score in the range required on the entrance examination. All science and mathematics majors must elect either French or German (Spanish, by special permission) to satisfy the foreign language requirement. The foreign language requirement and BI 142 may be waived for engineering majors. BI 142 may be waived for chemistry majors. BI 142, CH 141, and CH 142 are recommended electives for computer science and computer information science majors.

No student is permitted to continue as a major in the School with a cumulative grade point average below 2.0 for all courses taken in the School of Science, Engineering, and Mathematics. Additionally, for course credit toward graduation in a student's major area, the student must earn at least a "C" grade. Before graduation, each student must pass an exit examination and complete a senior level research paper.

Education majors must meet requirements stated under the School of Education.

DEPARTMENT OF BIOLOGY

The Department of Biology offers degree programs leading to the Bachelor of Science in biology and in biology education. The department also offers minors in biology, environmental sciences, and preprofessional training for entry into schools of medicine, dentistry, veterinary science, chiropractic, and pharmacy.

Bachelor of Science in Biology

The Bachelor of Science in biology is designed for students who are interested in careers which require an extensive background in biology. Upon completion of the B.S. degree, the student will have met the minimum course requirements for admission to graduate and professional schools. Students planning to enter graduate schools are encouraged to participate in one of the ongoing research projects in the School of Science, Engineering, and Mathematics.

Admission to the Program

Admission to the program is through formal declaration of major and successful completion of BI 141 and BI 142.

Major Requirements

A student must earn a grade of "C" or better in all required and elective courses in biology, designated general education courses (see Requirements: School of General Studies), and in CH 141-142. If a grade of "C" or better is not attained after two attempts, the student can be dropped from the major.

All biology majors are required to take and pass a comprehensive examination in biology at the end of the first semester of the senior year. The examination will cover the major subject areas for the previous years.

Course Requirements

General Education Program (including six hours of foreign language,
electives and BI 141, CH 141, MA 135, MA136) 51 hours

Biology Area:

*BI 141-142, 242, 244, 331-332,
345, 346, 450, 447, 499, plus Biology electives 44 hours

Other requirements:

Chemistry: *CH 141-142, 241-242, 445 20 hours

Mathematics: *MA 135, *136, 241, 242, 260 11 hours

Physics: PH 241-PH 242 8 hours

TOTAL HOURS REQUIRED FOR DEGREE 134 hours

* Biology majors must take BI 141, CH 141, MA 135 and MA 136 to satisfy their General Education requirement.

Minor in Biology

Requires a minimum of 16 hours of biology courses beyond BI 141, BIL 141, BI 142, and BIL 142. The 16 hours of course work must include courses at the 200 level or higher, with at least one 400 level biology course.

Bachelor of Science in Biology Education

The biology education major is designed to provide educational and scientific training for students who are interested in teaching biology in secondary schools. This program is in cooperation with the School of Education.

Admission to the Program

Admission to the program is contingent upon the student's admission to the state approved teacher education program in the School of Education (see School of Education: Objectives and General Requirements) and successful completion of BI 141.

Major Requirements

A student must earn a grade of "C" or better in all required and elective courses in biology, education, designated general education courses (see Requirements: School of General Studies), and CH 141-142. Students who fail to attain a grade of "C" or better in a required biology course after two attempts may be dropped from the major.

Students must satisfy all graduation requirements as stated by the School of Education and the Florida State Department of Education.

All biology education majors are required to take and pass a comprehensive examination in biology at the end of the first semester of the senior year. The examination will cover the major subject areas for the previous years.

Course Requirements

*General Education Program (including six hours of foreign language, electives and BI 141, CH 141, MA 135, MA136) 51 hours

Biology Area: *(Beyond BI 141)

BI 142, 241, 331, 345, 360, 447, 499

plus Biology electives 30 hours

Education:

EDM 380, ED 231, ESE 200, ESL 370, ED 352, EDA 352, ED 351, ED 369,

EDB 352, ED 403, EDP 499, ED 462, & EDX 462 37 hours

Other requirements:

Chemistry: *(Beyond CH 141) CH 142 4 hours

Mathematics: *MA 135, *136 (General Education Requirements)

MA390 3 hours

Psychology: PS 236, PS 340 6 hours

Physics: PH 241, PH 224 (Earth Science) 74 hours

History: HI 230 (U.S. History) 3 hours

TOTAL 141 hours

* Biology education majors must take BI 141, CH 141, MA 135 and MA 136 to satisfy their general education requirement.

Depending on individual needs education majors will be advised to take one or more of the following seminars/courses, based upon individual requirements:

EDT 380, Seminar Applied Test Taking Skills

MA 390, Mathematics for Teachers

PH 224, Earth Science

SC 432, Speech Communication for the Classroom Teacher

EN 240 Advanced Composition

EN 330 Functional Grammar

All Teacher Education majors are required to enroll in EDM 380, Professional Development Seminar each semester of their matriculation in a Teacher Education Program. See Handbook of Policies and Procedures for Teacher Education Programs for further information.

COURSE DESCRIPTIONS FOR THE DEPARTMENT OF BIOLOGY

BI 131 General Biology (General Education Requirement) **3 semester hours**

A general course for the non-science major that stresses the basic principles of life including cell biology, genetics, cancer, and aids as unifying integrative concepts. Special attention is devoted to the study of human structure and function. Two-hour lectures and one two-hour laboratory period per week.

BI 141 General Biology I (For Science Majors) **3 semester hours**

First of a two-course sequence, designed to provide the basis for major work in the field. These courses offer an in-depth overview of the primary principles of cellular, molecular, and organismal biology. Required of all science, science education, nursing, allied health, and mathematics majors and minors. Three one-hour lectures per week.

BI 141L General Biology Laboratory **1 semester hour**

*Corequisite: BI 141. Laboratory experiments related to material presented in BI 141. Laboratory, 3 hours, once per week.

BI 142 General Biology II (For Science Majors) **3 semester hours**

Prerequisite: BI 141. Second course of a two-course sequence, designed to provide the basis for major work in the field. The course continues the in-depth overview of the primary principles of cellular, molecular, and organismal biology with emphasis on genetics and evolution. Required of all biology, biology education, and allied health majors. Three one-hour lectures per week.

BI 142L General Biology Laboratory **1 semester hour**

*Corequisite: BI 142. Laboratory experiments related to material presented in BI 142. Laboratory, 3 hours, once per week.

BI 235 Anatomy and Physiology **4 semester hours**

Prerequisites: BI 141 and 142, CH 141. A study of the structure and function of anatomy and physiology. It includes a study of animal tissues, skeletal system, muscular system, nervous system, and the special senses. Anatomy and physiology is presented as one integrated subject. Lecture, 3 hours; laboratory 2 hours.

BI 236 Anatomy and Physiology **4 semester hours**

Prerequisites: BI 141 and 142, CH 141, BI 235. A study of blood, interstitial tissue and the lymph system as well as the structure and function of the circulatory, respiratory, digestive,

excretory, reproductive, and endocrine systems. Included will be some attention to pathology. Lecture, 3 hours; laboratory, 2 hours.

BI 241 General Zoology I 4 semester hours

Prerequisites: BI 141 and 142. Introduction to the principles of biology with special reference to structure, body functions, natural history, classification, and evolution of the invertebrate animals. Lecture, three hours; laboratory three hours.

BI 242 General Zoology II 4 semester hours

Prerequisite: BI 241. An introduction to vertebrate zoology. Structure, body functions, natural history, classification and evolution of the vertebrate animals. Lecture, three hours; laboratory, three hours.

BI 244 Microbiology 4 semester hours

Prerequisites: BI 142, CH 141, or approval of the instructor. A study of morphology, physiology, nutrition and growth of microbes, including taxonomy and practical identification of the major microbial groups. Other topics to be discussed include immunology and the role of microorganisms in public health, industrial processes, and the cycle of nature. Laboratory practice includes use of the microscope, aseptic technique, media preparation and microbiological experimentation. Lecture, three hours; laboratory, three hours.

BI 303-304 Pathophysiology 3 semester hours

Prerequisites: BI 235 and 236. A two-course sequence designed to provide a comprehensive presentation of the underlying principles common to all disease processes, the course will examine the changes that occur in the diseases state of cells, tissues and organs, compared to their normal functions.

BI 331 Botany I 3 semester hours

Prerequisites: BI 141, 142, CH 141, CH 142 or approval of the instructor. Study of nonvascular and vascular plants with emphasis on their structure, reproduction and phylogenetic relationships. Lecture, two hours; laboratory, two hours.

BI 332 Botany II 3 semester hours

Prerequisite: BI 331 and CH 241 or approval of the instructor. A study of vascular plants with emphasis on their structure, physiology, development, reproduction and environment relationships. It includes identification of vascular plants. Emphasis will be given to plant Physiology/Biochemistry. Lecture, two hours; laboratory, two hours.

BI 335 Human Anatomy and Physiology 3 semester hours

Prerequisites: BI 141 and 142. A study dealing with the complete and detailed structure of the human body and the functional interrelationships of its systems. Each system is treated as a unity, then as a coordinating integrating part of the entire body. Lecture, two hours; laboratory two hours.

BI 338 Histology 3 semester hours

Prerequisites: BI 141, 142. Microscopic studies of cell structure, tissues and different cell types in organ systems. Lecture, two hours; laboratory, two hours.

BI 345 Comparative Vertebrate Anatomy 4 semester hours

Prerequisite: BI 241-242 or approval of the instructor. A comparative study of the structure and evolution of organ systems in the different vertebrate groups. Representative forms are studied in the laboratory. Lecture and laboratory, six hours.

BI 346 Vertebrate Embryology 4 semester hours

Prerequisites: BI 141-142, CH 241 or approval of the instructor. A study of the development of the vertebrate body from the maturation of the germ cell through the appearance of the organ systems; laboratory studies of the frog, chick and the pig embryos. Lecture and laboratory, six hours.

BI 360 Special Methods in Biology 3 semester hours

Methods of Instructional Planning, Teaching, Classroom Evaluation and Professional Laboratory.

BI 410 Topics in Biological Science 3-5 semester hours

Prerequisite: Approval of the instructor. Presentation of various topics from the biological sciences and selected laboratory exercises by faculty and guest lecturers. Topics are selected to facilitate development of strong biological science programs in secondary schools.

BI 411-412 Seminar in Biology 1-6 semester hours

Prerequisite: Approval of instructor. Student presentations and discussion on special topics in biology. Main theme varies from year to year in areas such as developmental biology, cell biology, environmental physiology, genetics and biochemistry.

BI 430 Molecular Biology 3 semester hours

Prerequisites: BI 241, 244, CH 241 or approval of instructor. An introduction to molecular biology. Topics include a survey of the structure, chemistry and function of proteins and nucleic acids; enzyme kinetics and mechanisms of catalysis; regulation of gene expression at the level of DNA, RNA and protein synthesis in both prokaryotic and eukaryotic organisms. Three one hour lectures per week.

BI 437 General Ecology 4 semester hours

Prerequisites: BI 141 and 142, CH 242 or approval of the instructor. A study of the basic principles of ecology with emphasis on man and his interaction with the environment. Special attention will be given to environmentally related health problems. Lecture and laboratory, six hours.

BI 440 Research 3-9 semester hours

Prerequisite: Approval of area advisor. Research on an approved topic conducted either in collaboration with a research worker or independently. Topic requires the approval of the area advisor.

BI 446 Animal Physiology 4 semester hours

Prerequisites: BI 142, CH 242. A study of the fundamental physiological activities of living cells, the physicochemical properties of protoplasm, nutrition, osmoregulation, excretion and coordination in the major animal groups. Lecture and laboratory, six hours.

BI 447 Genetics 4 semester hours

Prerequisite: BI 142, CH 241 or approval of the instructor. A study of the basic principles of heredity and variation and their applications to plants and animals with emphasis on man. The fruit fly *Drosophila* is used in a series of experiments in the laboratory. Lecture, three hours; laboratory, three hours.

BI 449 General Bacteriology 4 semester hours

Prerequisites: BI 141, 142 and CH 242 or approval of the instructor. A study of bacteria and related microorganisms, their distribution, identification, classification, morphology, physiology, cultivation, pathology, methods of handling and economic importance. Lecture, three hours, laboratory, three hours.

BI 450 Cell Biology

4 semester hours

Prerequisites: BI 142, 241; CH 241, or approval of instructor. Advanced survey of cell organelles, their composition, origin and the relationship between their structures and function. Recent literature and current developments in cell biology will be emphasized. Lecture, three hours; laboratory, three hours.

BI 462 (same as ED 462)

BI 499 Senior Seminar

3 semester hours

This course, which is required for all biology majors prior to graduation, will be used for the successful completion of a senior thesis and to introduce students to the general use of the computer and the Internet as a means of scientific information retrieval. The thesis requirement may be fulfilled through literature research of a topic of interest or data gathered through previous or current laboratory research. The student will be required to present and defend the senior thesis and pass a senior exit exam. Two, one-hour meetings per week.

Minor in Environmental Sciences

The minor in environmental sciences (19 semester hours) is designed to prepare science and nonscience student majors for entry-level employment in the environmental job market, one of the largest markets in the U.S. economy. The minor may also be used to enhance the preparation of students for graduate or professional schools. All courses must be completed with a grade of "C" or better.

Admission to the Program

Admission to the program is through formal declaration. Students shall have a cumulative grade point average of 2.5.

Course Requirements

ES 130 Introduction to Environmental Sciences	.3 hours
ES 233 Environmental Ethics	.3 hours
ES 240 Environmental Chemistry	.4 hours
ES 330 Environmental Regulations	.3 hours
ES 332 Environmental Human Ecology	.3 hours
ES 430 Environmental Policy and Risk Management	.3 hours

ENVIRONMENTAL SCIENCES COURSES

ES 130 Introduction to Environmental Sciences

3 Semester Hours

An overview of the interactions of humans and the environment related to air/land/water resources, environmental policy, environmental justice, environmental management, and environmental health. Emphasis is on the use of natural and social scientific knowledge in decision-making and problem-solving.

ES 233 Environmental Ethics

3 Semester Hours

Prerequisite(s): ES130, RP 120 or RP130. An introduction to basic environmental ethics issues such as animal rights, world population growth, globalization, biodiversity, ecological restoration, environmental justice, genetic engineering, ecofeminism, and environmental economics. Review of literary essays is discussed.

ES 240 Environmental Chemistry**4 Semester Hours**

Prerequisite(s): ES130, CH131 or CH141. An introduction to the chemical pollutants in air/water/soil, and their impact on global warming/greenhouse effect, ozone depletion, acid rain, food shortages, ecosystems, air/water/soil pollution, human health, and energy production/use. The course includes a laboratory component involving the statistical and instrumental analysis of samples.

ES 330 Environmental Regulations**3 Semester Hours**

Prerequisite(s): ES130. An introduction to federal and state environmental laws/regulations related to clean air/water, resource conservation, toxic substance control, hazardous materials transport, occupational safety, lead, oil, wildlife protection, brown-fields, and noise control. Basic information related to case studies, civil/criminal fines, permitting, and environmental impact statements is discussed.

ES 332 Environmental Human Ecology**3 Semester Hours**

Prerequisite(s): ES130, BI130 or BI141. An introduction to the cultural patterns of humans and their impact on the environment. Discussion topics include the basic principles of ecology, population dynamics, human population issues, energy, pollution and natural resources, basic principles of ecosystems, sustainable development, and environmental policy/decision-making.

ES 430 Environmental Policy and Risk Management**3 Semester Hours**

Prerequisite(s): ES130, ES233, ES240, ES330, ES332. An overview of risk based management, human health risks, ecological risks, and environmental problems related to risk assessment. Topics include risk assessment, risk characterization, risk communication, public perception of risk, and resource policy issues. Emphasis is on case studies to enhance the critical-thinking, problem-solving, analytical, and decision-making skills of students.

*Students can enroll in courses based on approval of instructor.

DEPARTMENT OF CHEMISTRY

The Department of Chemistry offers degree programs leading to the Bachelor of Science in chemistry and the Bachelor of Science in chemistry education.

The Bachelor of Science in chemistry major is designed for students who are interested in graduate chemistry programs, professional schools such as dental, medical, pharmacy, or optometry schools, or careers in the chemical industry. Students who plan to attend graduate school are required to take German or French as their foreign language requirement, while students planning to attend professional schools may substitute Spanish. Preprofessional students who major in chemistry may substitute three hours of biology electives for their chemistry elective and should select all of their electives from BI 241, 242, 335, 345, and 450.

Bachelor of Science in Chemistry

Admission to the Program

Admission is through a formal declaration of major.

Major Requirements

At least 46 semester hours of chemistry courses including the four attributed to the general education requirement with grades of C or better.

Course Requirements

General Education Program	51 hours
Foreign Language ML 231	3 hours
Biology	4 hours
BI 141*, BI 141L*, BI 142, BI 142L	
Mathematics	11 hours
MA 135*, 136*, 241, 242 and 334	
Physics	8 hours
PH 251, 251L, 252, 252L	
Chemistry	42 hours
CH 141*, 141L*, 142, 142L, 241, 242, 331, 332, 345, 346	
431, 435, 445, 499 and CH elective	
Computer Science Elective	3 hours
Electives	9 hours
TOTAL	131 hours

*General Education science major requirement. Chemistry majors must take MA 135 and MA 136 to satisfy their college mathematics general education requirement, BI 141 and BI 141L to satisfy their biology general education requirement and CH 141 and CH 141L.

Minor in Chemistry**Course Requirements**

CH 141, 141L, 142, 142L, 241, 242	
plus 8 semester hours of 300 level	
courses or above	24 hours

Bachelor of Science in Chemistry Education

The Bachelor of Science in chemistry education major is designed for students who are interested in teaching in senior high school. Students who plan to teach are encouraged to take Spanish as their foreign language requirement. This major is offered in cooperation with the School of Education.

Admission to the Program

Admission is through a formal declaration of major.

Major Requirements

At least 36 semester hours of chemistry courses including the three attributed to the general education requirement with grades of C or better.

Course Requirements

General Education Program (including PH 224)	51 hours
US History (HI 230, 231 or 232)	3 hours
Computer Science Elective	3 hours
Mathematics	8 hours
MA 135*, 136*, 241, 242	
Physics	8 hours
PH 251, 251L and 252, 252L	
Chemistry	32 hours
CH 141*, 141L*, 142, 142L, 241,	
242, 331, 345, 346, 360, 445, 499	

Education	40 hours
ED 231, 351, 352, 369, 403, 462, EDA 352, EDB 352, EDX 462, EDP 499, ESE 200, TSL 370	
Psychology (PS 230)	3 hours
Total	148 hours

*General Education science major requirement. Chemistry majors must take MA 135 and MA 136 to satisfy their college mathematics general education requirement and BI 141 to satisfy their biology general education requirement.

COURSE DESCRIPTIONS FOR THE DEPARTMENT OF CHEMISTRY

CH 131 Introductory Chemistry 3 semester hours

Prerequisite: MA131 or consent of instructor. An introduction to the elementary principles of modern chemistry including scientific measurements, stoichiometry, atomic structure, equations, gas laws, solutions, and the more important elements and their compounds. A one semester non-laboratory course designed (1) for the nonscience major and (2) as a preparatory course for majors in science and mathematics who have not had a rigorous high school chemistry course. Majors may take it as an introductory course with no credit. Lecture, three hours.

CH 141 General Chemistry 3 semester hours

Prerequisite: One year of high school chemistry or CH 131 and MA 131. Fundamental laws and theories of chemistry; elementary quantum theory; atomic and molecular structure; stoichiometry; chemical bonding; properties of gases, liquids, and solids; calculations; properties of selected common elements and compounds; oxidation numbers; nomenclature. Lecture, three hours.

CH 141L General Chemistry Laboratory 1 semester hour

Corequisite: CH 141. Laboratory experiments related to material presented in CH 141. Laboratory, three hours, once per week.

CH 142 General Chemistry 3 semester hours

Prerequisite: CH 141, CH 141L, and MA 135. Corequisite: CH 142L. Continuing study of elements and compounds, chemical laws, solutions, electrolytes, acids, bases, salts; oxidation-reduction, equilibrium; solubility product, thermodynamics; electrochemistry, selected topics. Lecture, three hours.

CH 142L General Chemistry 1 semester hour

Corequisite: CH 142. Introduction to the theories and procedure of qualitative analysis; identification of selected cations. Laboratory, three hours, once a week.

CH 238 Principles of Research 3 semester hours

Prerequisite: CH 142. An introduction to various principles of research including use of scientific literature, statistical methods, legal aspects of research, sampling, scientific record keeping, principles of instrumentation, mathematical modeling, research report preparation, and laboratory safety. Lecture, three hours.

CH 241-242 Organic Chemistry 8 semester hours

Prerequisite: CH 142 or permission of instructor. A study of the structure, synthesis, mechanism of reaction and reactions of carbon compounds. Fundamental compound types are studied. Lecture, three hours; laboratory, three hours.

CH 331-332 Physical Chemistry

6 semester hours

Prerequisites: MA 242, CH 142 or permission of instructor. A study of the properties of gases, liquids, solids; theories of solutions, colloids, chemical equilibria, and phase diagrams; elementary thermodynamics, ionization, electrochemistry, atomic structure, nuclear chemistry; introduction to quantum theory. Lecture, three hours.

CH 345 Quantitative Analysis

4 semester hours

Prerequisites: CH 142 or permission of instructor. A study of gravimetric and volumetric analysis, chemical calculations, theory of electrolytes, cells, activity. Lecture, two hours, laboratory, six hours.

CH 346 Instrumental Analysis

4 semester hours

Prerequisite: CH 242, CH 345 or permission of instructor. A unified approach to the use of chemical instrumentation and techniques for the study of physical, organic, analytical and inorganic chemistry problems. Techniques used include potentiometry, voltammetry, conductimetry, chromatography, ion exchange, and absorption and emission of radiation. Lecture, two hours, laboratory, six hours.

CH 431 Advanced Chemistry Laboratory

3 semester hours

Prerequisite: CH 346 or consent of instructor. A continuation of CH 346 emphasizing the use of combinations of techniques for the solution of chemical problems. Lecture, two hour; laboratory, six hours.

CH 433-434 Advanced Chemistry

8 semester hours

Prerequisites: CH 242, CH 332, and CH 345 or permission of instructor. Study of advanced topics in chemistry; modern theories of structure and interpretation of reactions.

CH 435 Inorganic Chemistry

3 semester hours

Prerequisite: CH 142 and CH 345. Study of periodicity in the chemistry of elements; descriptive inorganic chemistry; synthesis of inorganic compounds.

CH 445-446 Biochemistry

8 semester hours

Prerequisites: CH 242 and BI 141. Study of the chemical approach to living systems and the common biological processes. Lecture, three hours; laboratory, three hours.

CH 491-492 Individual Research

6 semester hours

Prerequisite: CH 346. A program in which students with advanced standing may do undergraduate research in the form of supervised work on an experimental or theoretical project of specific interest to the students.

CH 499 Senior Seminar

1-3 semester hours

Prerequisite: CH 332 and CH 346. Discussion of articles from the current literature and reports on current research. Written and oral reports are required. Seminar, two hours.

DEPARTMENT OF COMPUTER SCIENCE

The Department of Computer Science offers a degree program leading to the Bachelor of Science in computer science and the Bachelor of Science in computer information systems.

Bachelor of Science in Computer Science

The Bachelor of Science in Computer Science major is designed for students interested in computer-oriented careers in industry, education, and government, and for those students interested in pursuing advanced studies in computer science.

Admission to the Program

Admission is through a formal declaration of major.

Major Requirements

At least 44 semester hours of computer science course work with a grade of C or better.

Course Requirements

General Education Program	50 hours
Computer Science	
CS 135, 230, 231, 330, 332, 333, 335, 433, 436, 437, 438, 499	39 hours
Mathematics	
MA 241, 242	8 hours
Physics	
PH 251, PH 251L, PH 252, PH 252L	8 hours
Computer Science Electives	
CS or CIS courses at the junior or senior level (courses numbered at the 300 or 400 level)	6 hours
Science Electives	
Upper level science courses at the appropriate level; these electives require advisor approval	6 hours
General Electives	9 hours
TOTAL HOURS REQUIRED FOR DEGREE	126 hours

Computer Science majors take MA 135, MA 136, and BI 141 to meet their general education requirements for mathematics and biology. Computer Science majors are required to pass EN 250 Technical Writing as a general education requirement of the Department of Computer Science.

Minor in Computer Science

Requires a minimum of 18 semester hours of computer science (CS) or computer information systems (CIS) courses numbered at the 200 level or higher. The course work must include CS 230, CS 231, CS 330, CS 333, and at least one 400 level computer science course.

COURSE DESCRIPTIONS FOR THE DEPARTMENT OF COMPUTER SCIENCE**CS 132 Computer Applications****3 semester hours**

Introduction to computers and a brief survey of modern computer hardware and software. The primary focus of the course is on practical applications of computers, including word processing, spreadsheets, and presentation software. Not for CS or CIS majors except as a general elective.

CS 133 Internet Applications**3 semester hours**

An introduction to using the Internet, including remote logins, file transfers, e-mail, the World Wide Web, and other Internet tools. Web page design software will be used to prepare a personal web page as a term project. Not for CS or CIS majors except as a general elective.

CS 135 Introduction to Programming Logic 3 semester hours

This is the first course in the computer science and the computer information systems curricula. The course emphasizes algorithmic problem solving at the beginner level: identification of algorithmic problems, development of test data, development of algorithmic solutions to the problems, and walk-through applications of the algorithms. Algorithms will be developed using flowcharts and simple pseudocode.

CS 230 Computer Programming I 4 semester hours

Prerequisite: CS 135 or a rigorous high school course in computer programming. An introduction to problem solving methods and algorithm development, program design, coding in an object-oriented language, debugging, and documentation. Includes a laboratory.

CS 231 Computer Programming II 4 semester hours

Prerequisite: CS 230. Continuation of CS 230 with an emphasis on program design, style, debugging and testing. Topics include linked lists, records, files, and recursion. Applications include introductory data structures, string processing, and standard search and sort algorithms. Includes a laboratory.

CS 330 Databases 3 semester hours

Prerequisites: CS 135 or CS 230. An introduction to database system concepts including entity relationship models, physical data organization, relational models, and query languages. The course has a term project.

CS 332 Computer Organization and Assembly Language 3 semester hours

Prerequisite: CS 231. Introduction to computer architecture, organization, and assembly language. Includes: addressing techniques, input/output processing, interrupt handling, and the implementation of data structures including characters and strings, number systems and formats.

CS 333 Data Structures 3 semester hours

Prerequisite: CS 231. Basic concepts of data structures including lists, strings, arrays, pointers, trees, and graphs. Manipulation of data structures including records, files, sorting, and searching.

CS 334 Object Oriented Design 3 semester hours

Prerequisite: CS 231. Topics include classes, operator overloading, inheritance, virtual functions and polymorphism, templates, file processing, and the use of UML. The course emphasizes a modern approach to software development. Students will be assigned to programming teams for assignments. The course has a term project requiring team programming.

CS 335 Discrete Structures 3 semester hours

Prerequisites: CS 231 and MA 132. An introduction to the theory of computation: review of combinatorics, introduction to analysis of algorithms, graphs, computability, finite-state machines, and a brief introduction to complexity theory.

CS 336 Software Engineering 3 semester hours

Prerequisite: CS 231. A study of the techniques and approaches used to build large, reliable software systems. Methods, languages and tools used in modern software development are examined. Topics include software life-cycle models, software analysis, design, design verification, validation and reliability. Software engineering ethics and professionalism are explored. Programming topics include modularity, data abstraction, object-oriented programming. Laboratory assignments use a high level programming language.

CS 340 Computer Networks and Communications 4 semester hours

Prerequisites: CS 135 or CS 230. Introduces the concepts of computer networks and data communications. Topics include data transmission, transmission media, transmission signal encoding, link control and multiplexing, circuit switching, packet switching, local area networks, ATM, Open Systems Interconnection Architecture (OSI), TCP/IP, X.25, System Network Architecture (SNA) and network security. Includes a laboratory.

CS 411-412 Computer Science Seminar 1-6 semester hours

Prerequisite: senior standing and instructor approval. Selected topics in computer science or computer information systems.

CS 432 Numerical Analysis 3 semester hours

Prerequisite: CS 231, MA 334 Differential Equations and MA 335 Linear Algebra. Numerical algorithms and error analysis for the approximation of integration, differentiation, solutions of systems of equations, and solutions of differential equations.

CS 433 Operating Systems 3 semester hours

Prerequisites: CS or CIS junior or senior standing. Basic principles of multiprogramming and time-sharing systems including interrupts, data channels, memory management, virtual memory, segmentation and paging, interprocess communication, deadlock handling, and distributed systems.

CS 436 Principles of Programming Languages 3 semester hours

Prerequisites: CS 335 and senior standing. This course provides an introduction to the theory of computation in computer science. Topics include formal languages and grammars and their application to programming language design, and models of computation including finite automata, pushdown automata and Turing machines.

CS 437 Digital Circuits 4 semester hours

Prerequisite: CS 332 and PH 252. Digital logic circuits with feedback, fundamental mode circuits, Boolean algebra, Karnaugh maps, combinatorial networks, flip-flops, encoders, decoders, multiplexers, half-adders, adders, counters, state and flow tables, and memory design. Includes a laboratory.

CS 438 Computer Architecture 3 semester hours

Prerequisite: CS 437. Basic concepts of computer architecture and organization, including computer evolution, CPU architectures, instruction sets, ALU design, memory hierarchies, input and output architectures, interrupts and DMA, and parallel processing.

CS 390/490 Cooperative Education/Field Experience 1-6 semester hours

Work, research, or internship experience at the junior (CS 390) or senior (CS 490) levels. Students must have a minimum cumulative grade point average of 2.5. The department head in the student's discipline will determine semester hours credit after the details of placement have been made.

CS 499 Senior Seminar 1-3 semester hours

Prerequisite: CS or CIS senior standing, EN 131, EN 132 and EN 250, pass the English and Writing subtests of the CLAST and one other CLAST subtest. Each student will design and conduct a research project and write a senior project research paper on a topic of interest chosen by the student with faculty assistance and supervision. Students must also pass the CS/CIS Senior Comprehensive Exam.

Bachelor of Science in Computer Information Systems

The Bachelor of Science in computer information systems major is designed for students interested in computer-oriented careers in business and industry.

Admission to the Program

Admission is through a formal declaration of major.

Major Requirements

At least 44 semester hours of computer science and computer information systems course work with a grade of C or better.

At least 30 hours of business course work with a grade of C or better.

Course Requirements

General Education Program	55 hours
Computer Science	
CS 135, 230, 231, 330, 332 or 340, 333, 433, 499	26 hours
Computer Information Systems	
CIS 331, 332, 431, 434	12 hours
Business Courses	
AC 231, BA 231, 234, 236, 237, MG 300, MK 341	21 hours
Computer Science Electives	
CS or CIS courses at the junior or senior	
level (courses numbered at the 300 or 400 level)	6 hours
Business Electives selected from	
AC 232, AC 336; BA 232;	
any MG or MK course at the 300 or 400 level	9 hours
TOTAL HOURS REQUIRED FOR DEGREE	129 hours

Computer information systems majors take MA 131 College Algebra, MAB 138 Applied Business Calculus, and BI 131 General Biology to meet their general education requirements for mathematics and biology. Computer information systems majors are required to pass EN 250 Technical Writing as a general education requirement of the Department of Computer Science.

Minor in Computer Information Systems

Requires a minimum of 18 semester hours of computer science (CS) or computer information systems (CIS) courses numbered at the 200 level or higher. The course work must include CS 230, CS 330, CIS 331, CIS 332 and at least one 400 level computer information systems course.

COURSE DESCRIPTIONS FOR THE MAJOR IN COMPUTER INFORMATION SYSTEMS

CIS 331 Management Information Systems

3 semester hours

Prerequisite: CS 135 or CS 230. The course provides students with the skills needed to work with management information systems and apply information technology to a variety of business problems. Topics include system theory, the strategic role of information

systems in business, information processing technologies, data communication technology, support systems, and enterprise information systems.

CIS 332 Decision Support Systems

3 semester hours

Prerequisite: CIS 331 and CS 330. The course examines concepts of decision support in both automated and nonautomated environments. The focus is on application of decision theory, analytical modeling, and simulation techniques to solve organizational problems. Group Decision Support Systems, Executive Information Systems, and Expert Systems are also discussed. Case studies of existing systems are used to reinforce concepts discussed in class. A major component of the course is a project entailing the design, implementation, and evaluation of a Decision Support System.

CIS 411-412 Computer Information Systems Seminar

1-6 semester hours

Prerequisite: senior standing and instructor approval. Selected topics in computer science and computer information systems.

CIS 431 Systems Analysis

3 semester hours

Prerequisite: CS 330. Analysis of business systems, database design theory and implementation, query optimization, user interfaces, database integrity and security, concurrent database operations, and distributed database systems.

CIS 434 Systems Design and Implementation

3 semester hours

Prerequisite: CS 230 and CIS 431. Continuation of CIS 431 Systems Analysis. The focus is on the underlying principles and techniques of systems design. These techniques are used in a term project. A theme carried throughout the course is the iterative nature of the analysis and design process. Implementation and conversion problems are discussed in detail; case studies are used where appropriate. Laboratory exercises include the use of computer assisted methods for systems design.

CIS 390/490 Cooperative Education/Field Experience

1-6 semester hours

Work, research, or internship experience at the junior (CIS 390) or senior (CIS 490) levels. Students must have a minimum cumulative grade point average of 2.5. The department head in the student's discipline will determine semester hours credit after the details of placement have been made.

DEPARTMENT OF ENGINEERING

The Department of Engineering offers a degree program leading to the Bachelor of Science in computer engineering. The department also offers a 3 + 2 dual degree program in engineering and mathematics in cooperation with partner universities.

Bachelor of Science in Computer Engineering

The computer engineering program is designed for students who are interested in computer hardware and software design and in their integration into usable computer systems.

Admission to the Computer Engineering Program

Admission is through a formal declaration of major.

Major Requirements

At least 41 semester hours of computer engineering course work with a grade of "C" or better.

Course Requirements

Computer Engineering

General Education Program

EN 131, EN 132, PE 111, PE 112, GE 110,
 GE 111, RP 120 or 130, HI 130, RP 339, SS Elective
 HU 231 or 232 or 233, RE 260, SC 230,
 Chemistry CH 141, CH 141L, CH 142, CH 142L
 Physics PH 251, PH 252, PH 251L, PH 252L

Total General Education Hours 47 hours

Engineering

E 123, E 230, E 230L, E 335, E 335L, E 336, E 336L, E 331, E 334, E 334L,
 E 431, E 431L, E 436, E 436L, E 437, E 437L, E 438, E 438L, E 499 38 hours

Computer Engineering Electives

E 331, E 332, E 434, E 439 3 hours

Mathematics

MA 241, MA 242, MA 334, MA 337 14 hours

Computer Science

CS 230, CS 230L, CS 231, CS 231L, CS 330, CS 332, CS 335,
 CS 336, CS 340, CS 340L, CS 433, CS 437, CS 437L, CS 438 31 hours

TOTAL HOURS REQUIRED FOR DEGREE 133 hours

Dual Bachelor of Science Degrees in Engineering and Mathematics

Students participating in the dual degree program attend Bethune-Cookman College (B-CC) for the first three years of their education. They then transfer to one of the universities with which B-CC has a cooperative 3 + 2 dual degree agreement to complete their undergraduate degree in an engineering field of their choice. The cooperative dual degree program is offered with the following universities: Tuskegee University, University of Florida, University of Central Florida, Florida A & M University-Florida State University, Florida Atlantic University, University of North Florida, University of South Florida and Purdue University. The transfer period constitutes the two-year phase of the 3 + 2 program. Students may also choose other institutions that are not listed above, when a cooperative agreement has been reached. Transfer requirements to various engineering schools may vary. In general, however, students must have a minimum of 2.5 grade point average in all engineering, science and mathematics courses, and a 2.4 or better cumulative grade point average.

After satisfactorily completing the fourth year of the five-year program at the student's chosen engineering institution, the student is awarded the Bachelor of Science degree in mathematics by Bethune-Cookman College. At the end of the fifth year, the student receives the Bachelor of Science degree in engineering from the chosen engineering school after meeting the engineering school's requirements.

Admission to the 3 + 2 Dual Degree Program

Admission is through a formal declaration of major.

Major Requirements

Nine hours of engineering course work with a grade of "C" or better.

Course Requirements

General Education Program	37 hours
Engineering	
E 123, E 331, E 332	9 hours
Chemistry	
CH 141, CH 141L, CH 142, CH 142L	8 hours
Physics	
PH 251, PH 251L, PH 252, PH 252L	8 hours
Mathematics	
MA 241, MA 242, MA 330, MA 331, MA 332, MA 334, MA 335,	
MA 337, MA 430, MA 431, MA 437, MA 499	38 hours
Computer Programming	
CS230, CS 230L, CS231, CS 231L	8 hours
Mathematics, Physics, Chemistry, or Computer Science Elective,	
may be an 300 or 400 level course	4 hours
General Electives	
RP elective	3 hours
Social Sciences elective or BA 231 Economics	3 hours
TOTAL HOURS REQUIRED	118 hours

COURSE DESCRIPTIONS FOR THE DEPARTMENT OF ENGINEERING

E 123 Engineering Drawing 3 semester hours

A study of Dimensioning and Tolerancing, 3D Drawing and Modeling, Isometric Drawing, Orthographic Views and Solid Modeling. AutoCAD, a computer aided drawing software is used for the drawing assignments.

E 230 Introduction to Electric Circuits 4 semester hours

Prerequisite: MA 241, MA 242, PH 251. Corequisite: PH 252. A study of the principles of direct-current (DC) circuits, alternating-current (AC) circuits, Ohm's and Kirchhoff's laws and their application to electric circuits. Thevenin and Norton's theorems, RC, RL and RLC circuits. Application of phasor diagrams in the analysis of AC circuits. Time domain solutions of first and second order circuit equations. Introduction to operational amplifiers. There is a laboratory component to this course.

E 331 Engineering Mechanics I, Statics 3 semester hours

Prerequisite: MA 241, MA 242, MA 334, PH 251, PH 252. A study of force vectors, equilibrium of a particle, force system resultants, equilibrium of a rigid body, structural analysis, internal forces, friction, centroid, moments of inertia.

E 332 Engineering Mechanics II, Dynamics 3 semester hours

Prerequisite: E 331. A study of kinetics and kinematics of a particle and rigid body including force and acceleration, work, energy, impulse and momentum.

E 334 Introduction to Microcontrollers 4 semester hours

Prerequisite: E 230, E 330. An introduction to microcontroller hardware and software applications. Interconnection of components, peripheral devices and bus timing relationships are explored. Assembly language and structured C-language are introduced and

employed in microcontroller programming. Input/output (I/O) techniques are surveyed. There is a laboratory component to this course.

E 335 Electronics I 4 semester hours

Prerequisite: PH 251, PH 252, E 230. The analysis and design of circuits utilizing electronic devices such as bipolar transistors, MOS transistors and operational amplifiers. Topics include Integrated Circuit (IC) biasing, the behavior and operating limitations of large-signal and small-signal amplifiers. Computer circuit simulation is an integral part of this course. There is a laboratory component to this course.

E 336 Electronics II 4 semester hours

Prerequisite: E 335. A continuation of the analysis and design of circuits utilizing electronic devices such as bipolar transistors, MOS transistors and operational amplifiers. Topics include the behavior and operating limitations of large-signal and small-signal amplifiers, differential amplifiers, high-frequency amplification, stability and compensation. Tuned amplifiers, oscillators and Integrated Circuit (IC) biasing. There is a laboratory component to this course.

E 431 VLSI Design I 4 semester hours

Prerequisite: E230, MA 334, CS 437, CS 438. Fundamental principles of NMOS and CMOS digital integrated circuit (IC) design. Principles of circuit analysis and design are emphasized. Modern CAD tools for Integrated Circuit layout and simulation are extensively used. Covers system level design issues, including testing. There is a laboratory component to this course.

E 432 VLSI Design II 4 semester hours

Prerequisite: E 431. The design and synthesis of Very Large Scale Integrated (VLSI) chips using CMOS technology. Design issues at layout, schematic, logic and RTL levels are investigated. Commercial design software is used for laboratory exercises. Theoretical concepts in VLSI architectures and algorithms are explored. Advanced level application of VLSI computer-aided design (CAD) tools. There is a laboratory component to this course.

E 434 Engineering Circuit Analysis 3 semester hours

Prerequisite: E 230, MA 334, MA 337. A study of linear circuit analysis and techniques. In depth coverage of the properties of electric circuit elements, node and loop circuit equations, AC sources and impedance. Time domain, frequency domain and steady state analysis of RLC circuits are thoroughly covered. Laplace Transform, Fourier Analysis and Fourier Transform techniques are employed in the analysis of circuit characteristics.

E 436 Digital Signal Processing 4 semester hours

Prerequisite: E 230, MA 241, MA 334. A study of the fundamental principles and concepts of Digital Signal Processing (DSP). Course coverage includes discrete-time signals and systems, Z-transforms, discrete convolution and Discrete Fourier Transform (DFT). Analog-to-Digital conversion (ADC), Digital-to-Analog conversion (DAC) and digital filter design are also covered. In the laboratory, a programmable DSP board and a software package for digital signal processing are used for data acquisition, filter implementation, convolution calculations, signal modeling and real-time filtering. MATLAB software with Simulink is used in the laboratory for DSP algorithm design and analysis. There is a laboratory component to this course.

E 437 Microprocessor and Embedded Systems Design 4 semester hours

Prerequisite: E 230, E 330, E 334, CS 335, CS 437, CS 433, CS 438. Covers the following

areas: Microprocessor architectures, instruction sets, bus structures, memory and I/O interfacing. Applications of assembly language programming, real-time system design, interrupt-driven system design, microprocessor peripheral device configuration, and embedded-system design and application are emphasized. There is a laboratory component to this course.

E 438 Programmable Digital Logic Design 4 semester hours

Prerequisite: CS 231, E 336, CS 437. Covers the design of microelectronic systems using programmable logic devices (PLDs) and Field-Programmable Gate Arrays (FPGAs). The course provides the student with a working knowledge of FPGAs, CPLDs and associated design tools. Students work with commercial computer-aided design (CAD) tools to synthesize and simulate designs described in hardware description languages such as VHDL and Verilog. There is a laboratory component to this course.

E 439 Electromagnetic Fields and Applications 3 semester hours

Prerequisite: PH 251, PH 252, MA 241, MA 242, MA 334, E 230. A study of the principles of electromagnetic fields and waves and their applications in engineering. Electrostatics, DC currents, magnetostatics and time-varying magnetic fields are covered. Maxwell equations, plane waves and the basics of guided waves are also covered.

E 499 Senior Seminar 3 semester hours

Prerequisite: Senior standing in Computer Engineering, pass the English subtest of the CLAST and two other CLAST subtests. A senior research project chosen by the student with faculty assistance is designed and conducted by the student under faculty supervision. The results of the research are submitted to the Computer Engineering faculty in the form of a senior thesis. The student is required to formally defend the senior thesis. The student is expected to pass an exit exam designed by the computer engineering faculty.

DEPARTMENT OF MATHEMATICS

The Department of Mathematics offers a degree program leading to the Bachelor of Science in mathematics.

Bachelor of Science in Mathematics

The Bachelor of Science mathematics major is designed for students interested in mathematics oriented careers in industry, education (teaching) and government, and also, for those students interested in pursuing advanced studies in mathematics.

Admission to the Program

Admission is through a formal declaration of major and the successful completion of MA 241 and MA 242.

Major Requirements

At least 38 semester hours course work with a grade of "C" or better.

The senior exit examination for mathematics majors is the Graduate Record Examination Mathematics Subject Test. Students must earn a score of 520 to pass.

Course Requirements

General Education Program	49 hours
Mathematics: MA 241, 242, 331, 332, or 333,	
334, 335, 337, 430, 431, 432, 437, 499	38 hours

Computer Science: CS 132, 133, or 135 or 230, 231	.6 hours
Physics: PH 251, 251L, 252, 252L	.8 hours
Chemistry: CH 141, 141L General Chemistry II and CH 142, 142L	.8 hours
Biology: BI 141, 141L, 142, 142L	.8 hours
Mathematics Electives: Six hours of MA at the 400 level or above for junior or senior level students	.6 hours
Unrestricted General Electives	.6 hours
TOTAL HOURS REQUIRED FOR DEGREE	129 hours

Minor in Mathematics

Students majoring in another discipline may add mathematics as a minor field of concentration upon completion of 15 semester hours in courses beyond the elementary calculus sequence. The 15 semester hours of course work must have been earned at Bethune-Cookman College, and approved by the department head of mathematics. The elementary calculus course work must include MA 241, MA 242, 331, 332, or 333, 334, 335, and at least one 400 level Mathematics Course, and three semester hours in computer science at the 200 level.

COURSE DESCRIPTIONS FOR THE DEPARTMENT OF MATHEMATICS

MA 135 PreCalculus

3 semester hours

Prerequisite: Appropriate score on the Bethune-Cookman College mathematics test and two years of high school algebra and one year of high school plane-geometry. First precalculus course. Course content includes: polynomial, rational, exponential and logarithmic functions, sets, operations and relations; solutions of systems of equations; partial fractions; matrices, series, and inequalities; trigonometric, circular and certain special functions.

MA 136 Analytical Trigonometry

3 semester hours

Prerequisite: MA 135 or MA 131 or two years of high school algebra and one year of high school plane geometry. Second course in pre-calculus. A study of trigonometry with the emphasis on the definitions and properties of the trigonometric functions of a real variable, their use in the solution of right and oblique triangles, the graphs and that are contained in the basic trigonometric identities; addition formulas and proofs of these formulas; the law of sines and cosines; the inverse trigonometric functions, the trigonometric form and a complex number, roots.

MA 143 Applied Calculus I, Honors

Prerequisite: High School Algebra I, Algebra II, and Geometry. This course meets the general education requirement for the first course in mathematics. This course is designed to assist Honors freshmen in the development of a clearer, more precise, and individualistic style in both oral and written concepts of mathematics through intensive study, and practice in efficient mathematics problem-solving and writing techniques. This course includes: polynomial, rational, exponential, logarithmic and trigonometric functions; derivative and integration of trigonometric functions; limits; chain rule. Students are encouraged to investigate mathematical ideas and processes algebraically, numerically, as well as graphically. **This course cannot be substituted for MA 241, MA 242, or MAB 138.**

MA 144 Applied Calculus II, Honors

This course is a continuation of MA 143. This course meets the general education requirement for the second course in mathematics. This course includes: graphing and optimization; derivatives of logarithmic and exponential functions; different techniques of integration. **This course cannot be substituted for MA 241, MA 242, or MAB 138.**

MA 220 Introduction to Symbolic Logic 3 semester hours

The logical rules of proof governing sentential connectives and universal and existential quantifiers with applications. Not open to students with credit in philosophy.

MA 230 Foundations of Mathematics 3 semester hours

Prerequisites: MA 135 or consent of instructor. Source and evolution of mathematical concepts and methods; the axiomatic methods to include logic and the calculus of propositions; axiomatic methods and the theory of proofs; set theory, including cardinal and ordinal numbers, paradoxes and contradictions; the linear continuum and real number system, present-day situation in foundations. Influence on human thought and philosophy of the changing attitudes toward the foundations.

MA 241 Calculus I With Analytic Geometry 4 semester hours

Prerequisite: MA 135 and 136 or equivalent. First course in calculus and analytic geometry. An introduction to analytic geometry; ordered pairs, graphs of equalities, and inequalities; rectangular and polar coordinate system; conic sections; functions, limits and continuity; differentiation of elementary functions and their applications. Lecture, three hours; recitation, two hours.

MA 242 Calculus II With Analytic Geometry 4 semester hours

Second course in calculus and analytic geometry. Methods of integration, conic sections, polar coordinates; parametric equations and length, solid analytic geometry, partial derivatives with applications and the methods of LaGrange multipliers; multiple integrals; infinite series and vectors. Lecture, three hours; recitation, two hours.

MA-CS 250 Introduction to Computer Programming. Using FORTRAN**3 semester hours**

Algorithmic processes of problem solving, development of algorithms, for the solution of numerical and scientific problems. Emphasis will be given to underlying concepts for corrections and completeness of computer solutions. A variety of algorithms will be developed and implemented using a high-level language (FORTRAN).

MA 260 Statistical Methods 3 semester hours

Prerequisites: MA 131 or MA 135. Introduction to probabilities, independence trials, functions on the sample space; approximations to the binomial distribution; elementary statistics; applications to practical problems from science, social sciences, business of everyday life, the collection, tabulation, organization and numerical properties of certain phenomena from known numerical properties of similar phenomena.

MA 300 History of Mathematics 3 semester hours

Survey from Babylonian and Egyptian mathematics to 20th century mathematics with emphasis on the development of algebra, geometry, calculus, and number theory. This course is open to majors and nonmajors alike.

MA 330 Introduction to Numerical Analysis 3 semester hours

Prerequisite: MA 335. An introductory course in computer representation of numbers; error

analysis; interactive methods with applications in power series, roots of equations, nonlinear and linear simultaneous equations, matrices, determinants; numerical integration; solutions of ordinary differential equations; interpolation and curve-fitting.

MA 331 Calculus III with Analytic Geometry 3 semester hours

Prerequisite: MA 335. Third course in calculus and analytic geometry. Parametrization vectors; line integrals and surface integrals with applications; improper integrals with applications; infinite series, power series, Taylor expansions and applications.

MA 332-333 Advanced Calculus 3 semester hours

Prerequisite: MA 335 or consent of instructor. Infinite sequences and series; special functions; Lagrange multipliers, Legendre polynomials; Vector differentiation and integration; Multivariable functions; Fourier series; Theorems of Gauss, Stokes, and Green; Mean value theorem and intermediate value theorem. Each student is required to prepare and present at least one paper on the applications of at least one theorem involving line integrals, plane integrals, or surface integrals.

MA 334 Differential Equations 3 semester hours

Prerequisite: MA 242 Theoretic and devoted to mechanical techniques for solving special types of equations, with a balance between applications and theory; the meaning of a differential equations and its solution, first order equations and their applications, theory and applications of linear equations of second and higher order; the LaPlace transform; systems of linear equations; the series methods of solution; the nature and significance of existence theorems.

MA 335 Linear Algebra 3 semester hours

Prerequisite: MA 242. Uses of vectors and matrices in coordinate geometry. Concept of linear independence, finite dimensional vector spaces, sub-space, basis, dimension, linear equations, matrix manipulation, relationship between the theory of linear equations and vector space theory; quadratic forms.

MA 337 Probability and Statistics 3 semester hours

Prerequisite: MA 242 or consent of instructor. Continuous sample space; limit theorems, stochastic processes, statistical inference, and statistical methods.

MA Ed 360 Special Methods-Exploring Secondary School Mathematics

3 semester hours

Prerequisite: Nine semester hours of mathematics courses beyond calculus or permission of the major area advisor. Procedures, practices, and content of mathematics in the secondary school. (Does not count toward concentration in mathematics; meets state of Florida certification requirements for special methods in mathematics).

MA 390 Mathematics for Teachers 3 semester hours

Structure of number systems, integers, numeration systems elementary number theory, fundamental theory of arithmetic, decimals and real numbers, applications, sets, relations and introductory algebra, metric and nonmetric geometry, introduction to trigonometry, statistics, and probability. A simultaneous development of teaching methods and materials is also included. Not acceptable for credit toward a major in mathematics. MA 390 may be waived for those students enrolled in the teacher education program who show proficiency in the competencies in this course.

MA 411-412 Mathematics Seminar 1-3 semester hours

Prerequisite: Consent of the instructor. Topics in the history and development of mathematics.

ics with an approach toward developing techniques of proof, problem solving, teaching methods, innovations in mathematics education and research. Prerequisite: MA 332 or equivalent. Development of the real number system; theoretical

MA 430 Introduction to Real Analysis 3 semester hours

Aspects of the calculus of the real variable; limits, continuity, derivatives, and Riemann integral; basic topological properties of n -dimensional spaces; convergence of numerical sequences and series of functions; properties of continuous functions; the Bolzano-weierstrass Theorem and the Heine-Borel theorem, Lebeque integral, Metric Spaces, L_p Spaces, Barrach Spaces.

MA 431 Modern Algebra I 3 semester hours

Prerequisite: MA 341. An introduction to the basic concepts in modern algebra. Topics included are groups, cyclic groups, normal sub-groups, quotient groups, permutation groups, homomorphisms, isomorphisms.

MA 432 Modern Algebra II 3 semester hours

Prerequisite: MA 431. A continuation of MA 431. Topics include polynomial rings, factorization in integral domains, fields.

MA 433 College Geometry 3 semester hours

Prerequisite: MA 335 or consent of the instructor. Review of plane geometry and methods of proof. Directed elements and theorems of Menelaus and Ceva. Basic geometric transformations with aspects of projective geometry. Introductory notions of point set topology.

MA 436 Point Set Topology 3 semester hours

Prerequisite: Consent of instructor. Euclidean spaces; metric spaces; topological spaces; the separation of axioms; connectedness; continuous functions; homeomorphisms, homotopy.

MA 437 Complex Variables I 3 semester hours

Prerequisite: Consent of the instructor. Fundamental properties of complex numbers, analytic functions differentiation and integration theorems, conformal mapping Taylor and Laurent Series, applications to boundary values problems, residues.

MA 438 Complex Variables II 3 semester hours

Prerequisite: Consent of the instructor. Continuation of Complex Variables I with special emphasis on applications of analytic functions and series solutions, improper integrals; Cauchy criterion point sets, open, closed, compact and connected; sets, limits, and convergence; Stokes theorem; Green's theorem.

MA 440 Introduction to the Theory of Numbers 3 semester hours

Division algorithm, greatest common divisor; prime factorization congruence; Euler's function; the Moebius function; power residues; polynomials; field extensions; algebraic numbers.

MA 462 Student Teaching 12 semester hours

See ED 462, ED 462X.

MA 290/390/490A Cooperative Education 6-18 semester hours
OR

MA 490 B, C, or D Research 3, 6, or 12 semester hours

The course under the Cooperative Education Program may be taken in three occasions for the purpose of obtaining experience in mathematical applications in business, industry, education or government. The course 490 B, C, or D consists of Research in a mathematics related topic in collaboration with researchers in the field or independently.

MA 499 Senior Seminar (See MA 411-412 above)

1-3 semester hours

Required of all senior mathematics and mathematics education majors. The aim of the seminar is to give the student experience in presenting mathematical ideas and in listening critically to the presentations of others. Student is assigned a faculty tutor who advises him in choice of material to be read. Student will meet frequently with his tutor to discuss topics studied. Required for mathematics and mathematics education majors.

DEPARTMENT OF PHYSICS

The Department of Physics offers degree programs leading to the Bachelor of Science in physics and in physics education. The department also offers a concentration in applied physics, a minor in physics, and service courses that are required by other disciplines.

Bachelor of Science in Physics

The Bachelor of Science in physics prepares students for graduate studies and for careers in industry and government research laboratories.

Admission to the Program

Admission to the program is through formal declaration of major in physics.

Requirements

A student must earn a grade of "C" or better in all required and elective courses in physics, designated general education courses, chemistry and mathematics course requirements.

Course Requirements

General Education Program	49 hours
Physics	41 hours
PH 251, PH 251L, PH 252, PH 252L, PH 311L, PH 320, PH 331, PH 332,	
PH 333, PH 431, PH 432, PH 434, PH 435, PH 439L, PH 498, PH 499	
Physics Electives	
Other Requirements	34 hours
Mathematics: MA 241, MA 242, MA 334, MA 335	14 hours
Chemistry: CH 141, CH 141L, CH 142, CH 142L	8 hours
Computer Science: CS 230, CS231	6 hours
General Electives	6 hours
Total	124 hours

Concentration in Applied Physics

The concentration in applied physics is designed for students who are interested in designing, implementing and measuring physical quantities using modern experimental techniques and developing technical skills that can be applied to engineering and technology.

Course Requirements

A student must earn a grade of "C" or better in all required and elective courses in physics, designated general education courses, and chemistry and mathematics course requirements.

General Education Program	49 hours
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Physics	49 hours
PH 251, PH 251L, PH 252, PH 252L, PH 261, PH 261L, PH 331, PH 333, PH 364, PH 364L, PH 362, PH 362L, PH 431, PH 432, PH 434, PH 435, PH 461, PH 462, PH 498, PH 499, Physics Electives	
Other Requirements	28 hours
Mathematics: MA 241, MA 242, MA 334, MA 335	14 hours
Chemistry: CH 141, CH 141L, CH 142, CH 142L	8 hours
Computer Science: CS 230, CS 231	6 hours
Total	126 hours

Bachelor of Science in Physics Education

The physics education major program is designed to provide educational and scientific training for students who are interested in teaching physics in secondary schools.

Admission to the Program

Admission to the Program is contingent upon the student's admission to the state approved teacher education program in the School of Education (See School of Education: Objectives and General Requirements and Physics Education Folio).

Course Requirements for Bachelor of Science in Physics Education

General Education Program	49 hours
Physics	30 hours
PH 251, PH 251L, PH 252, PH 252L, PH 311L, PH 320, PH 331, PH 431, PH 434, PH 435, PH 439L, Physics Electives	
Other Requirements	25 hours
Mathematics	
MA 241, MA 242, MA 334	
Chemistry	
CH 141, CH141L, CH 142, CH142L	
Computer Science	
CS 230, CS 231	
Education	34 hours
ED 231, ESE 200, PS 236, ED 351, ED 352, EDA 352, EDB 322, ED 369, ED/ESE 403, PH-ED 360, EDP 499, ED 462, EDX 462	
Recommended Electives	
ED/ESE 403, EDP 499	
EDM 380 Professional Education Seminar(s)	
Total	138 hours

A student must earn a grade of "C" or better in all required and elective courses in physics, designated general education courses (See Requirements: School of General Studies).

Physics education majors are advised to take one or more of the following seminars/courses, based upon individual requirements:

- EDT 380, Seminar Applied Test Taking Skills
- SC 432, Speech Communication for Classroom Teacher
- EN 240, Advanced Composition
- EN 330, Functional Grammar

All physics education majors are required to enroll in EDM 380, Professional Development Seminar each semester to matriculate a Teacher Education Program. See Handbook of Policies and Procedures for Teacher Education for further information.

Minor in Physics

Course Requirements

PH 251, PH 251L, PH252, PH 252L, PH 311L, PH 320,
PH 331, PH 333, PH 431, PH 439L 24 hours

COURSE DESCRIPTION FOR THE DEPARTMENT OF PHYSICS

PH 130 Introductory Physics 3 semester hours

Prerequisite: High School. PH 130. A lecture-laboratory crash course is designed for the students with no high school physics, and who would like to major in science, mathematics or engineering. It covers the concepts of physics, units, and selected topics from mechanics, electricity and magnetism.

PH 224 An Introduction to Earth Science 3 semester hours

Prerequisites: EN 132, MA 132, and PH 230. This course is designed for Education majors only. Topics include earth as a part of the universe, atmosphere, weather, climate, geologic structures and the earth's interior, ocean waters and environment, plate tectonics, earth resources, the earth history, the unified theory of earth.

PH 228 An Introduction to Astronomy 3 semester hours

Prerequisite: EN 132 and MA 132. The principles of physics are applied to gain knowledge about planets, stars, galaxies and the universe.

PH 230 Physical Science 3 semester hours

Prerequisite: EN 132 and MA 132 or MAB 132. This lecture-demonstration-laboratory course is designed to provide nonscience majors the concepts and principles of the physical aspects of natural sciences. The hands-on experiments will give students a feeling for the workings of sciences. The topics are selected from physics, chemistry, astronomy, geology or meteorology. The role of physical sciences and technology in the framework of contemporary society is emphasized.

PH 240 Physical Science (For Honors only) 3 Semester hours

Prerequisite: EN 132 and MA 132. The course offers in-depth review of the basic scientific principles and concepts of the physical world. This includes the concepts of matter, motion, forces, and energy and their applications in every day life. Students are expected to possess strong algebra skills. The class is highly laboratory and project oriented.

PH 241 General Physics I 4 semester hours

Prerequisite: MA 135 and MA 136. Fundamental principles of physics based on elementary algebra and trigonometry. It covers vectors, laws of motion, concepts of work and energy, elastic properties of matter, waves and sound, and thermodynamics. This course has a laboratory component.

PH 242 General Physics II 4 semester hours

Prerequisite: PH 241. This course is a continuation of PH 241. Topics include electrostatics, magnetism, geometrical and physical properties of light, some topics in modern physics. This course has a laboratory component.

PH 251 College Physics I**3 semester hours**

Prerequisite: MA 242. Corequisite: PH 251L. The beginning of a sequence designed for physics and others who require a calculus-based introductory physics. The topics include kinematics, dynamics including waves and sound, and heat and thermodynamics.

PH 251L College Physics I Laboratory**1 semester hour**

Co-requisite: PH 251. Experiments in mechanics, waves, sound, and heat. To be taken concurrently with PH 251.

PH 252 College Physics II**3 semester hours**

Prerequisite: PH 251 and PH 251L. Corequisite: PH 252L. The course is the continuation of College Physics I. Includes the study of electric and magnetic fields; DC and AC circuits, electromagnetic waves, and optics.

PH 252L College Physics II Laboratory**1 semester hour**

Prerequisites: PH 251 and PH 251L. Corequisite: PH 252. It covers experiments in electricity, magnetism and light.

PH 261 Electronic Circuits and Devices**3 semester hours**

Prerequisite: PH 252 and PH 252L; Corequisite: PH 261L. The beginning of the sequence of electronics and computer based scientific instrumentation. It reviews the principles of electricity and magnetism, and applies circuit theorems to DC and AC circuits, and introduces active elements, amplifiers, oscillators, filters and power supplies.

PH 261L Electronics Laboratory**1 semester hour**

Prerequisite: PH 252 and PH 252L; Corequisite: PH 261. Experiments involving the principles of physics using electronics and electromagnetic devices. They include the combinations of L, R, C circuits, diodes, transistors, operational amplifiers, transducers and sensors.

PH 311L Intermediate Laboratory I**2 semester hours**

Prerequisite: PH 252 and PH 252L. A practical course for physics majors to learn advanced measurement techniques and scientific report writing used by physicists. Measurement of physical constants and verification of basic principles of physics (mechanics, thermodynamics, optics, etc.) is done using computer networked physics laboratory and modern sensors and transducers.

PH 320 Mathematical Physics**3 semester hours**

Prerequisite: MA 334, PH 252 and PH 252L. A treatment of several topics in mathematics of special importance in physics. The topics include vector and tensor analysis, integration in complex plane, boundary value problems, partial differential equations, orthogonal functions and Fourier Transform methods. Emphasis on the physical interpretation of problem solution.

PH 331 Mechanics I**3 semester hours**

Prerequisite: MA 252, PH 252 and PH 252L. A study of mechanics using Newton's laws of motion, including velocity and acceleration in various coordinate systems, simple harmonic motion, damped harmonic motion and forced harmonic resonance, constrained motion of a pendulum; Kepler's laws of planetary motion and dynamics of systems of many particles.

PH 332 Mechanics II**3 semester hours**

Prerequisite: PH 331. It is the continuation of Mechanics I, including a discussion of

mechanics of rigid bodies in two and three dimensions; physical pendulum, LaGrange's and Hamilton's equation of motion; dynamics of oscillating systems of coupled harmonic oscillators.

PH 333 Thermodynamics

3 semester hours

Prerequisite: PH 252 and PH 252L. A study of thermodynamic systems making use of equations of state. The first, second, and third laws of thermodynamics. Includes a discussion of engineering applications, along with kinetic theory and statistical mechanics.

PH Ed 360 Special Methods

3 semester hours

Prerequisites: Nine semester hours of physics courses beyond PH 252, or permission of the physics advisor. The course covers the procedures, practices and contents of physics in secondary schools. In particular, the methods instructional planning, teaching, classroom evaluation and professional laboratory are covered. The course does not count toward concentration in physics.

PH 361 Digital Electronics and Applications

3 semester hours

Prerequisites: PH 261 and PH 261L; Corequisite: PH 361L. The second course in the sequence of electronics and computer based instrumentation is designed for physics and other science and engineering majors who require the skills to handle digital instruments and computer interfacing in their respective areas. The course includes digital logic, logic circuits, flip-flops, timers, shift registers, memories, D/A and A/D converters, and data acquisition.

PH 361L Digital Electronics Laboratory

1 semester hour

Prerequisite: PH 261 and PH 261L; Corequisite: PH 361. The laboratory course includes the design of digital electronics and applications to testing and measuring instruments.

PH 364 Transducers and Sensors

3 semester hours

Prerequisites: PH 361 and PH 361L; Corequisite: PH 364L. This is a course in fundamentals of transducers, sensors and actuators used by scientists and engineers in modern test and measurement of physical quantities, such as displacement, time, temperature, force, pressure and electromagnetic radiation.

PH 364L Transducer-Sensor Laboratory

1 semester hour

Prerequisite: PH 361 and PH 361L; Corequisite: PH 364. The laboratory includes the application of sensors in measurements of displacement, temperature, force, radiation, etc.

PH 430 Biophysics

3 semester hours

Prerequisite: PH 252, PH 252L, BI 142 and CH 242. Topics considered include the levels of organization within biological systems, flow of energy in living things with an introduction to thermodynamics systems, utilized in biological research; and an introduction to the physical techniques used in the study of biological systems.

PH 431 Electromagnetism I

3 semester hours

Prerequisite: PH 252 and PH 252L. An intermediate course in the study of electric fields and electric potentials; electric current and magnetic fields; solutions to Maxwell's equations; plane waves, polarization, propagation in media, refraction and dispersion.

PH 432 Electromagnetism II

3 semester hours

Prerequisite: PH 431. A continuation of Electricity and Magnetism I, including the study of electromagnetic induction, linear networks, dielectric and magnetic materials, Maxwell's equations and electromagnetic waves.

PH 434 Optics 3 semester hours

Prerequisite: PH 252 and PH 252L. A study of the basic principles of physical and geometrical optics and the techniques of measurement of both classical and modern optics. For science majors.

PH 435 Modern Physics I 3 semester hours

Prerequisite: PH 252 and PH 252L. An introduction to quantum mechanics, covering the Schrodinger equation, tunneling phenomena, the hydrogen atom, multi-electron atoms, and a survey of statistical mechanics.

PH 436 Modern Physics II 3 semester hours

Prerequisite: PH 435. Applications of the theory set forth in Modern Physics I to more specialized areas. It includes the physics of atoms and the study of nuclear and particle physics.

PH 438 Materials Science 3 semester hours

Prerequisite: PH 435. This introductory course covers the crystalline structure of solids, specific heat and lattice vibrations, free electron theory of metals, band theory, and non-polar semiconductors.

PH 439L Advanced Laboratory 2 semester hours

Prerequisite: PH 451. An advanced laboratory course for physics majors which includes project-like experiments in electricity, magnetism, optics, atomic and nuclear physics.

PH 461 Embedded Microcontrollers in Physics 3 semester hours

Prerequisite: PH 361 and PH 361L. This is a basic lecture and laboratory course in embedded microcontroller systems, which introduces computer architecture, hardware and instruction set, assembly level programming, and simple application of physical measurements and instrument control. It provides a good foundation and develops skills for computer interfacing and data acquisition.

PH 462 Microcomputer Based Instrumentation 3 semester hours

Prerequisite: PH 461 and PH 461L. This is a lecture and laboratory course, which covers microcomputer based instruments covering the principles of physics. The experiments include multichannel analyzers, multichannel data acquisition systems and other computer based instruments. It introduces methods of controlling and performing measurements using a PC and software such as LAB-PC and Lab Windows.

PH 498 Senior Project 1 semester hour

Prerequisite: Permission of the department head. Independent research problem is investigated by senior physics majors. It may be done on or off campus. Permission of the physics department head and research laboratory manager is required to submit a short thesis of the work carried out by the student.

PH 499 Senior Seminar 1 semester hour

Prerequisite: PH 498. Requires physics majors to write a research paper based on senior project (PH 498) (and on a pre-approved latest topic of physics) and make an oral presentation. PowerPoint presentation file is submitted to the head of the physics department.

SCHOOL OF SOCIAL SCIENCES



Harrison Rhodes Memorial Building
School of Social Sciences

The School of Social Sciences offers programs and experiences designed to develop individual abilities and prepare students for professional studies and careers in education, research, social and public services, law, international relations and government, and the criminal justice system.

OFFERINGS

1. Degree of Bachelor of Arts in the following areas:
 - History
 - International Studies
 - Political Science
 - Social Science Education
 - Sociology
2. Degree of Bachelor of Science in the following areas:
 - Criminal Justice
 - Gerontology
 - Psychology
3. Minors in the following areas:
 - Criminal Justice
 - Gerontology
 - History
 - International Studies
 - International Affairs
 - Political Science
 - Pre-Law
 - Psychology
 - Public Administration
 - Social Work
 - Sociology
 - Women and Gender Studies
4. Other Programs:
 - Gerontology Certificate
 - ROTC

ADMISSION REQUIREMENTS TO THE SCHOOL OF SOCIAL SCIENCES

Admission to **all** majors in the School of Social Sciences include:

1. Application to the major
2. Candidate statement
3. Students must have taken the College-Level Academic Skills Test (CLAST) at least once or received exemption from all subtests from the College Testing Office.
4. A minimum grade point average of 2.5
5. Completed at least forty-nine college credit hours including EN 132, MA 132, & RE 260. A computer literacy course is also preferred (SS 140, SS 150, or CS 132).

6. A Candidate Disposition Form
7. A Referral from the Retention Adviser

OBJECTIVES AND GENERAL REQUIREMENTS

All students enrolled in majors in the social sciences are required to satisfy competency in computer technology. This requirement can be fulfilled by enrolling in SS150, SS240 or CS132.

The school seeks to promote the following:

1. Development of critical thinking and logical reasoning.
2. Encouragement of inquiry and the appreciation of problem solving techniques that are necessary in the scientific method.

General Requirements for students include the following:

1. Successful completion of all courses in the major with a minimum grade of C or better.
2. Cultivation of concepts expressed by historians and social scientists.
3. Competence in research projects.
4. Awareness and clarification of values.
5. Strengthening of communication and decision-making skills.
6. Enrichment of critical thinking through interdisciplinary courses.
7. Promotion of career opportunities through internships and scholarships.
8. Provision for student tutoring.
9. Involvement of students with faculty in study and discussion of academic and social concerns on the campus and in the community.
10. Encouragement of continuing formal and informal study.
11. Familiarization of students with scholars and masterpieces in major and minor offerings.
12. Consultation with the major advisor on a regular basis.
13. Knowledge of the requisites for graduation in the major field.
14. An area comprehensive examination with a passing score.
15. A senior research paper demonstrating mastery of the research topics, and an oral defense of the paper before a committee. Students must pass EN 131 or 132, and three subtests of the CLAST to enroll in senior seminar.
16. A minimum GPA of 2.00 in major.

GENERAL SOCIAL SCIENCES COURSES

The School offers a number of courses which may be taken by students from any of the major areas of study. The courses are the following:

SS 130 Introduction to the Social Sciences 3 semester hours

An introduction to the social science disciplines and analysis of national and international problems from an interdisciplinary perspective.

SS 150 Computer Applications for the Social Sciences 3 semester hours

The course is an introductory course to establish basic, intermediary and advanced computer skills using contemporary software. File management techniques, word processing, spreadsheeting, database management, presentation design and development, and electronic communications are taught in the course.

SS 210 Human Geography 3 semester hours

A study of the human relationship with the geographical environment, including attempts to change, exploit, and preserve the environment. Particular emphasis is given to the impact of geography on developed and developing nations.

SS 211, 212, 313 Leadership Seminars 1 semester hour each

Using leadership principles as a foundation these courses are designed to prepare students in professional presence, career development, and graduate school.

SS 220 Physical Geography 3 semester hours

A study of humanity's use, development, and misuse of natural resources including the management, conservation, and depletion of these resources, with special attention given to the resources of the United States.

SS 230 World Regional Geography 3 semester hours

A course designed to expose students to the resources utilized throughout the world as a source of regional economic function and how these resources affect the political and social components of these regions.

SS 239 Statistics for Social Science Research 3 semester hours

Prerequisite: MA 131. An introduction to the statistical principles which will be found useful in social science research. Topics covered include frequency distributions, measures of central tendency, elementary probability theory, chi square, variances, and correlation.

SS 240 Introduction to Data Processing and Analysis 3 semester hours

Prerequisite: SS 239. The fundamentals of SPSS (Statistical Package for the Social Sciences) used in data processing and analysis for the social sciences.

SS 250 Introduction to Gender Studies

An examination of the effects of gender on individuals, social relationships, and with various social institutions such as the family, the economy, health, politics, and religion.

SS 300 Pre-Law Orientation 3 semester hours

A course designed to prepare students to pass the Law School Admissions Test (LSAT). Emphasis also is placed on acquainting students with the basic nature and functions of the law profession.

SS 333 Techniques of Social Science Research 3 semester hours

Prerequisite: Background in basic mathematics, statistics, or by permission of the instructor. An examination of the basic principles and approaches in social science research, theory construction, and proposal writing.

SS 360 Special Methods of Teaching Social Science 3 semester hours

Prerequisites: ED 332 and EDA 352. Corequisite: EDB 352. A course designed to involve

the prospective social science teacher in the discovery of and experimentation with methods of instructional planning, teaching, classroom evaluation, and professional laboratory demonstration of skills. Cooperative arrangement between the Schools of Education and Social Sciences promotes the exploration of performance level competencies for teaching social science in grades 6-12.

SS 390 A,B,C,D Study Abroad

6,9,12,15 semester hours

Prerequisites: Pass the CLAST and admitted to upper School. A study abroad of cultural experiences related to theory learned in major courses.

SS 490 A,B,C,D Internship Abroad

6,9,12,15 semester hours

Prerequisites: Pass the CLAST and admitted to upper School. Designed to provide students with opportunity for practical experience in various international arenas.

DEPARTMENT OF CRIMINAL JUSTICE

The concentrations of the Bachelor of Science degree program in criminal justice consists of research, administration of justice, law enforcement, adjudication, corrections, criminology and juvenile justice processes. An internship/field experience component offers students the opportunity to assess their interests and acquire practical experience while earning college credits. Cognates and other liberal arts electives provide students with the opportunity to acquire a broad based education by taking courses in other degree granting academic departments. A minor in criminal justice is also available.

BACHELOR OF SCIENCE IN CRIMINAL JUSTICE

The primary objective of the criminal justice program is to provide students with a curriculum that would qualify them to assume administrative, research and other professional positions in the criminal justice system. Courses offered in the program are designed to teach students how to develop and apply knowledge and critical thinking to current situations in our pluralistic society.

ADMISSION TO THE PROGRAM

Admission is through filing of a formal application for a major, after completion of all General Education requirements and passing of all subsections of the CLAST.

Major Requirements

- a. 45 semester hours of Core courses
- b. 49 semester hours of General Education Requirements
- c. 30 semester hours of Electives
- d. 3 semester hours of Social Science Leadership Seminar
- e. Passing of all criminal justice courses with a grade of "C" or higher.

Course Requirements

Criminal Justice CJ 131, CJ 205, CJ 216, CJ 327, CJ 337, ...	27 hours
CJ 389, CJ 461, CJ 492, CJ 499	
Social Science SS 239, SS 240, SS 333, SS 211-212, 213	12 hours

Cognate Electives	9 hours
(Students must select and three courses from the following courses)	
BA 231, BA 234, CS 230, ED 231, EN 240, EN 250, EN 330, GR 231, HR 253, HM 250, PE 230, POL 237, POL 230, POL 335, PS 230, PS 236, PS 322, PS 325, RP 330, RP 339, SC 301, SC 335, SO 332, SS 300, SS 337	
Criminal Justice Electives	18 hours
(Students may select any six courses from the following criminal justice courses to satisfy the requirements of their major professional interest in the criminal justice system.)	
CJ 206, CJ 230, CJ 233, CJ 305, CJ 310, CJ 316, CJ 320, CJ 325, CJ 331, CJ 332, CJ 334, CJ 351, CJ 406, CJ 435, CJ 436, CJ 480, CJ 490	
Free Electives	12 hours
NOTE: Students may combine the 12 semester hours of free electives with any one criminal justice elective for field experience, select any four courses from any other academic area to gain a broad based education, or utilize the 12 credit hours towards a minor in any other degree granting academic program.	
TOTAL HOURS REQUIRED FOR GRADUATION	127 hours

Minor in Criminal Justice 18 hours

The minor consists of 15 semester hours of criminal justice courses plus three semester hours of open electives, all of which must be completed at Bethune-Cookman College.

CJ 131, CJ 205, CJ 216, CJ 389, CJ 461, plus ONE elective.

COURSE DESCRIPTIONS FOR THE DEPARTMENT OF CRIMINAL JUSTICE

CJ 131 Introduction to Criminal Justice **3 semester hours**

Prerequisites: EN 131 and EN 132 or permission of instructor. An introductory analysis of crime and the criminal justice system. Emphasis will be on the nature, scope, history and development of criminal justice. Overview of criminal justice in the United States, and examination of issues that influence decisions, functions and processes in the criminal justice system.

CJ 205 Criminal Law **3 semester hours**

Prerequisites: CJ 131 or permission of the instructor. Definition of law and crime, sources of criminal law, general principles and theories of criminal law, defenses to criminal liability, theories and philosophies of punishment. A study of criminal litigation.

CJ 206 Ethics, Crime and Justice **3 semester hours**

Prerequisites: None. Examination of ethical issues and ramifications of ethnicity, race and class in social control and criminal justice administration. A study of moral and ethical behaviors designed to provide direction for policy formulation and implementation.

CJ 216 Criminal Procedure **3 semester hours**

Prerequisites: CJ 205 or permission of instructor. A study of the United States Constitution, strategies of judicial politics, substantive and procedural requirements and guidelines in the criminal justice process.

CJ 230 Introduction to Private Security **3 semester hours**

Prerequisite: None. Deals with various aspects of basic and legal issues in private and homeland security.

CJ 233 Substance Abuse 3 semester hours

Prerequisites: None. A study of various substances that are currently being abused, the impact of abuse on crime, as well as an examination of strategies used by criminal justice agencies to prevent addiction. A study of theories and research on addiction.

CJ 305 Crime and the Elderly 3 semester hours

Prerequisites: None. An examination of the role of the elderly as victims, offenders, and practitioners in the criminal justice system, including a study of other gerontological issues.

CJ 310 Adjudication 3 semester hours

Prerequisite: None. Study of contemporary issues involved in adversarial process in the criminal justice system. A discussion of the utilization of evidence in jury and non jury trials and various fact finding procedures in the criminal justice system will also be included.

CJ 316 Criminal Justice Management 3 semester hours

Prerequisite: None. A study of the nature of bureaucracy, basic theories, functions, principles and practices of administration. An examination of issues of leadership, and personnel management of agencies in the criminal justice system.

CJ 320 Women and the Criminal Justice System 3 semester hours

Prerequisites: None. An examination of the roles and experiences of women as victims, offenders and practitioners in the criminal justice system. A study of the impact of gender issues in criminal justice.

CJ 325 Comparative Criminal Justice 3 semester hours

Prerequisites: None. A comparative study of the justice systems of countries other than the United States, including Islamic and Traditional justice systems.

CJ 327 Corrections 3 semester hours

Prerequisite: CJ 131 or permission of instructor. An overview of the correctional subsystem. An examination of current issues in custodial and noncustodial corrections.

CJ 331 Principles of Criminal Investigation 3 semester hours

Prerequisite: CJ 205 or CJ 216. Study of historical development, theory, and application of scientific methodology in the investigation of crime.

CJ 332 Security Management 3 semester hours

Prerequisite: None. Deals with various aspects of organizational principles, policies, and legal issues in private security management. A discussion of modern security administration including homeland security, retail security, utility security, computer security, and other security situations.

CJ 334 Counseling and Interviewing 3 semester hours

Prerequisite: None. An overview of contemporary techniques, philosophies and issues involved in counseling and interviewing voluntary, involuntary and resistant clients of the criminal justice system.

CJ 337 Law Enforcement 3 semester hours

Prerequisite: CJ 205 or permission of instructor. An overview of the history, organization, management, legal and policy issues, professionalism, performance and accountability of public law enforcement agencies.

CJ 351 Forensic Science 3 semester hours

Prerequisite: None. An overview of issues involved in the application of science in the collection, identification preservation and utilization of evidence in the criminal justice system.

- CJ 389 Criminology** **3 semester hours**
 Prerequisite: CJ 205 or permission of instructor. A study of the theories of crime and criminal behavior, the causes of crime, typologies, measurement techniques, prevention, and societal reactions to crime.
- CJ 406 Probation and Parole** **3 semester hours**
 Prerequisite: Junior or senior level. An examination of the historical development, decision-making processes and management of community intervention and treatment programs.
- CJ 435 Treatment of Drug Addiction** **3 semester hours**
 Prerequisites: Junior or senior level. A study of contemporary strategies for control and treatment of drug dependency. Specially designed for students interested in working as criminal justice addiction professionals. Will involve some practical experience in treatment facilities.
- CJ 436 Deprivation of Liberty** **3 semester hours**
 Prerequisites: CJ 205 or permission of instructor. A study of the evolution of the rights of persons under correctional control, including major court decisions and recent changes in correctional philosophies and techniques.
- CJ 461 Juvenile Justice** **3 semester hours**
 Prerequisite: Junior or senior level. A study of the history of juvenile justice, juvenile justice programs and the juvenile justice system. An examination of the nature and extent of delinquency, and impact of court decisions on juvenile justice issues and services.
- CJ 480 Topics in Criminal Justice** **3 semester hours**
 Prerequisites: Junior or senior level. A workshop or seminar. Study of selected current topics and issues of public concern, and examination of their impact on the functions and roles of various agencies in the criminal justice system.
- CJ 490 A,B,C,D Field Experience** **6, 9, 12, 15 semester hours**
 Prerequisite: Approval of department head for criminal justice. For advanced students in the criminal justice program who have completed 92 semester hours or more. Students who register for 12 to 15 hours must complete all major course requirements and have a GPA of not less than 2.0 prior to registration. Designed to provide students with opportunity for practical experience in various criminal justice agencies.
- CJ 492 Research Writing In Criminal Justice** **3 semester hours**
 Prerequisite: Successful completion of the following: (a) passed SS 239 and SS 333, (b) acquired 100 semester hours or more, and (c) passed three sections of the CLAST. A review of the principles and techniques for conducting research, and completion of the writing of a research paper on a pre-approved criminal justice topic.
- CJ 499 Senior Seminar in Criminal Justice** **3 semester hours**
 Prerequisite: CJ 492. Review of required criminal justice courses, passing of a comprehensive/exit examination, and successful defense of a research paper developed by the student in CJ 492.

DEPARTMENT OF HISTORY

The Department of History offers a degree program leading to the Bachelor of Arts in history.

Bachelor of Arts in History

The Bachelor of Arts in history program focuses on the general study and interpretation of the past, including the process of gathering, recording, synthesizing and criticizing of evidence and theories about the history of humankind in particular civilizations, cultures and societies. Students with a background in history may pursue graduate studies or a variety of careers in education, government, foreign service, law, research, communications, editing, archival or library sciences.

Major Requirements

A total of 36 semester hours with a grade of C or better in all required courses.

Course Requirements

General Education Program	49 hours
History 131, 231, 232, 260, 333, 353, 420, 431, 480, 499	30 hours
SS 211-212, 313, 239 & 150 or 240	9 hours
Electives in History	9 hours
Other Electives	27 hours
TOTAL HOURS REQUIRED FOR DEGREE	124 hours

Minor in History

History 131, 231, 232, 333 and six semester hours of electives 18 hours

Pre-Law Minor

Course Requirements

HI 230*	3 hours
EN 250	3 hours
RP 339	3 hours
SS 300	3 hours
SS 337	3 hours
Elective**	3 hours
Total	18 hours

*HI 232 may be substituted for HI 230 upon approval of the Pre-Law Advisor.

**Choose one of the following: BA 231, 232, 234; CJ 131, 206, 216, HI 333; POL 230, 236, 335, 436; PS 325; SO 132, 344

The School of Social Sciences offers a degree program in social science education, which certifies graduates to teach history and other social sciences at the secondary school level.

COURSE DESCRIPTIONS FOR THE DEPARTMENT OF HISTORY

HI 130 African-American History

3 semester hours

A survey of the history of African-Americans. Consideration is given to the African background; the enslavement of Africans in the Caribbean and in the United States; the efforts of African descendants to achieve freedom and equality after slavery, and significant events of the twentieth century.

HI 131 Survey of World History **3 semester hours**
A survey of the development of the great civilizations, based on a global perspective from the ancient era to the present.

HI 230 Survey of United States History **3 semester hours**
Prerequisites: EN 131, 132, RE 260. An overview of U.S. history from the colonial era to the present, for nonhistory majors.

HI 231 United States History to 1865 **3 semester hours**
Prerequisites: EN 131, 132, RE 260. A study of the political, economic, and social factors in the growth of the United States from first human settlement through the Civil War.

HI 232 United States History Since 1865 **3 semester hours**
Prerequisites: EN 131, 132, RE 260. An examination of the major developments in the United States since the Civil War.

HI 233 African-American History to 1865 **3 semester hours**
Prerequisites: EN 131, 132, RE 260. A study of the experiences of Africans and person of African descent in the western hemisphere from the 15th Century to the Civil War.

HI 234 African-American History Since 1865 **3 semester hours**
Prerequisites: EN 131, 132, RE 260. A study of the experiences of persons of African descent in the United States from the Civil War to the present.

HI 235 Florida History **3 semester hours**
Prerequisites: EN 131, 132, RE 260. This course is designed to introduce the student to the rich historical heritage of Florida, from the indigenous peoples who inhabited the territory before the Spanish conquest to the present.

HI 250 Survey of African History **3 semester hours**
Prerequisites: EN 131, 132, RE 260. A survey of the continent of Africa from antiquity through the 20th century.

HI 253 Oral History **3 semester hours**
Prerequisites: EN131, 132, RE 260. An examination of basic historical research methodology, historiography, critical thinking and logical, concise writing skills based on the collection of spoken memories and personal commentaries of historical significance through the use of interviews.

HI 260 Historiography and Historical Methods **3 semester hours**
Prerequisites: EN 131. An introduction to the study of history, historical research methods, the theoretical perspectives used by historians, the process of historical writing and the implications of technological change

HI 320 History of Women in the United States **3 semester hours**
Prerequisites: EN 131, 132, RE 260. This course is designed to acquaint the student with a knowledge base of the history of women in the United States and to provide discussion on gender basis.

HI 325 History of Women in Contemporary Africa **3 semester hours**
Prerequisites: EN 131, 132, RE 260. The purpose of this course is to acquaint the students with a broad overview of contemporary Africa and to demonstrate women's roles in its past and their importance in contemporary society.

HI 333 Survey of European History**3 semester hours**

Prerequisites: EN 131, 132, RE 260. A thematic study of European ideas and institutions from the 18th to the 21st centuries, including an emphasis on the growth of industrialization and democracy, development of western science and technology, the traumas of WWI and WWII, decolonization, the waning of European hegemony and the emergence of the contemporary European economic community.

HI 335 History of West Africa**3 semester hours**

Prerequisites: EN 131, 132, RE 260. A general survey of the cultural and political history of the people of West Africa since 1800.

HI 336 History of East Africa**3 semester hours**

Prerequisites: EN 131, 132, RE 260. A general survey of the cultural and political history of the people of East Africa since 1800.

HI 337 Topics in History**3 semester hours**

Prerequisites: EN 131, 132, RE 260. A course that discusses topics of a multidisciplinary nature, taken from an historical perspective. Topics vary from semester to semester, and include an historical analysis of key events and trends in education, science and technology, business, humanities, and the social sciences.

HI 353 Modern Asian Studies**3 semester hours**

Prerequisites: EN 131, 132, RE 260. An examination of the major social, cultural, economic and political trends in Modern China, Korea, Japan and Southeast Asia, with an emphasis on the primary factors affecting growth and development in the modern era.

HI 420 Contemporary African Studies**3 semester hours**

Prerequisites: EN 131, 132, RE 260. A study of selected topics emphasizing international relations. (This course is also listed in the Department of Political Science as POL 420, Contemporary African Studies, and may be taken for credit as a history elective.)

HI 431 History of Latin America and the Caribbean**3 semester hours**

Prerequisites: EN 131, 132, RE 260. This course reviews the History of Latin America and the Caribbean from the fifteenth century when Columbus landed in the Caribbean until the twentieth century.

HI 480 Historical Research**3 semester hours**

Prerequisites: All general education requirements, core requirement for history major, at least three subtests of the CLAST. The purpose of this course is to enhance the student's understanding of historical ideas and methods and to help develop the skills necessary to conduct useful historical research.

HI 490 Cooperative Education Field Experience**6, 9, 12, 15 semester hours**

Work experience opportunity at the senior (HI 490) level. Students must have a cumulative grade point average of a minimum of 2.00 and have an application on file the semester prior to actual training. Students may register for cooperative education experience on three occasions. The department head will determine semester hour's credit the student's discipline after the details of placement has been made.

HI 499 Senior Seminar in History**3 semester hours**

Prerequisite: HI 480. Students must pass EN 131-132 and three subtests of CLAST. Reading, discussion, and directed individual student research and presentation to cover var-

ious selected topics in history. Selection will take into consideration student backgrounds in history, other course offerings in history and related subjects to Bethune-Cookman College, and the availability of historical materials in the College.

DEPARTMENT OF INTERNATIONAL STUDIES

The Department of International Studies is an interdisciplinary program of studies in the social sciences, business and the humanities. A combination of these courses will enable the student to obtain a concentration either in international affairs or international business. The area studies include such areas of the world as Africa, Latin America and the Caribbean. Although study abroad is not required, it is strongly encouraged. A major and minor are offered with the major degree program leading to the Bachelor of Arts in international studies.

Bachelor of Arts in International Studies

The Bachelor of Arts in international studies is designed to prepare students for graduate study in international affairs and diplomacy, public service and employment in international business, government and international agencies. Although we encourage students to major or minor in the field, the courses are designed to complement any major offered in the College.

Major Requirements

A total of 78 semester hours with a grade of C or better in all major area courses is required in international affairs. A total of 90 hours with a C or better in all major courses in international studies/international business.

Course Requirements

Concentration: International Affairs

General Education	46 hours
Business	9 hours
MG 470, BA 231, BA 232	
History	9 hours
HI 333, 420, 431, 353, 335 or 336 (any combination of nine hours of history)	
International Studies	21 hours
INT 131, INT 400, INT 341, INT 342, INT 343, INT 440 INT 499	
Modern Languages*	6 hours
ML 231, 232	
Political Science	9 hours
POL 330, 336, 340, 350, 351, 352 or 490 (any nine hour combination)	
SS 210, SS 211-212, 313, SS 239, SS 333, SS 150/SS 240/CS 130	15 hours
POL/INT Electives	9 hours
Political Science/ International Studies Elective	
INT/POL 350 Transnational Concerns	
POL351 American Foreign Policy	
SS 230 Regional Geography	
HI 353 Modern Asian Studies	
TOTAL HOURS REQUIRED FOR DEGREE	124 hours

General Education	49 hours
Business	3 hours
MG 470 or IBG 411	
History	9 hours
HI 333, 420, 431, 353, 335 or 336 (any combination of nine hours of history)	
International Studies	18 hours
INT 131, INT 337, INT 341, INT 342, INT 343, INT 499	
Modern Languages*	6 hours
ML 231, 232	
Political Science	21 hours
POL 330, 336, 340, 350, 351, 352, 440	
SS 210, SS 211-212, 313, SS 239, SS 230, SS 333, SS 240	18 hours
TOTAL HOURS REQUIRED FOR DEGREE	127 hours

Concentration: International Studies/Business

General Education Requirements	46 hours
International Studies	33 hours
INT 131, 341, 342, 343, 336, 400, 340, 351, 352, 440, 499	
Social Sciences	18 hours
SS 210, 230, SS 239 or BA 236, SS 333 or BA 312, SS 240 or BE 133, SS 211, 212, 313	
Business	27 hours
BA 130, 231, 232, 360, IB 411, IB 411I, MG 470, IB 411G, MG 300	
History	9 hours
HI 333, 420, 431, 353, 335 or 336 (any combination of nine hours of history)	
Modern Languages*	6 hours
ML 231, 232	
TOTAL HOURS REQUIRED FOR DEGREE	139 hours

*These courses include six hours beyond the general education requirements. Students may choose any modern language taught in the College that is compatible with research and practical interests.

**We strongly encourage students to use these electives to study abroad.

Minor in International Studies

Course Requirements:

INT 131
 ML 231-232
 SS 210
 POL 440
 MG 470
 BA 231 and 232

COURSE DESCRIPTIONS FOR THE DEPARTMENT OF INTERNATIONAL STUDIES

INT 131 Introduction to International Studies 3 semester hours

The purpose of the course is to provide students with an interdisciplinary view of international issues and problems. The course examines the historical, political, social and economic concepts, issues and theories that affect and connect nations.

INT 330 International Politics 3 semester hours

A study of the geographic, political, economic, and ideological factors, which influence the behavior of nations.

INT 336 Comparative Politics 3 semester hours

A Comparative study of selected political systems of the world.

INT 337 Topics in International Studies 3 semester hours

A course that discusses topics of a multidisciplinary nature, taken from an international perspective. Topics vary from semester to semester.

INT 340 Third World Politics 3 semester hours

An analysis of selected political systems in Africa, Asia, and Latin America.

INT 341 International Development 3 semester hours

A course designed to examine the global significance of the social, political and economic components of development.

INT 342 Global Policy Writing 3 semester hours

A course that introduces the process of global policy development and the interdependence of the international environment.

INT 343 Diplomacy 3 semester hours

A course designed to examine the origins of organized diplomacy; models of diplomatic negotiations and diplomatic terminology.

INT 350 Transitional Concerns 3 semester hours

An analysis of the various problems, which affect the global community and the attempts to resolve them.

INT 351 American Foreign Policy 3 semester hours

An analysis of the making, implementation, and implications of the foreign policy of the United States.

INT 352 Foreign Policy of Emerging Nations 3 semester hours

An analysis of the forces that shape the process, implementation and implication of economic political and social policy development by Less Developed Countries (LDC's), and their effect on world order.

INT 400 Topics, Research and Writing in International Studies 3 semester hours

This class is the platform from which International Studies students will review the principles and techniques for conducting research and complete a Senior Paper Research proposal on a pre-approved International Studies topic.

INT 440 International Political Economy 3 semester hours

This course analyzes the major issues that both connect and divide national interest from individual self-interest.

INT 499 Senior Seminar

3 semester hours

Prerequisites: The required courses for the major, EN 131-132 and three subtests of CLAST. Reading, discussion, and directed individual student research and presentation to cover various selected topics in the international arena.

DEPARTMENT OF POLITICAL SCIENCE

The Department of Political Science offers a degree program leading to the Bachelor of Arts in political science and minors in political science, public administration, as well as international affairs.

Bachelor of Arts in Political Science

The Bachelor of Arts in political science program is designed for students who plan to enter graduate or law school, or who choose to pursue careers in government services at the federal, state and local levels, international affairs and teaching. The department focuses on the systematic study of political institutions and processes. Courses include an overview of political science as a discipline. The field includes instructions in comparative government and politics, American government, state and local government, political parties and interests groups, political science research, transnational concerns and politics, politics of third world countries and political theory.

Major Requirements

A total of 36 semester hours, with a grade of C or better in required courses.

Course Requirements

General Education	49 hours
Political Science	
POL 130, 230, 236, 330, 335, 336, 431, 436, 460, 499	30 hours
Social Science	
SS 239, 150 or 240, 333, 211-212, 313	12 hours
Electives in Political Science	12 hours
Other Electives	24 hours
TOTAL HOURS REQUIRED FOR DEGREE	127 hours

Minor in Political Science

Course Requirements:

Political Science 130, 230, 236 and	
Nine (9) semester hours of political science electives	18 hours

Minor in Public Administration

Course Requirements:

Political Science 130, 230, 236 and	
Nine (9) semester hours in political science electives	18 hours

Minor in International Affairs (Minimum of 18 semester hours)

Course Requirements:

POL 330, 336, 340, 350, 351 and 420

In addition to the course requirements, the political science program offers its majors an opportunity to engage in meaningful field experience in Washington, D.C.; Tallahassee, Florida; and other cities.

COURSE DESCRIPTIONS FOR THE DEPARTMENT OF POLITICAL SCIENCE

POL 130 Introduction to Political Science 3 semester hours

This course is designed to introduce the student to the discipline and its varied sub fields: American and comparative politics, international relations, political economy, political theory, and public policy.

POL 230 American Government 3 semester hours

A study of the dynamics and organization of the federal government, its powers, functions and problems.

POL 236 State and Local Government 3 semester hours

A study of the basic principles of state and local governments, including the similarities and differences of their powers, structure, development, and interrelationships.

POL 237 Introduction to Public Administration 3 semester hours

A survey of the basic problems of public policy, the organization of public personnel systems, and the management and coordination of governmental activities.

POL 301 Aging and Political Systems 3 semester hours

This course exposes the student to the knowledge base and the issues relevant to planning and providing for an aging population in government and society.

POL 330 International Politics 3 semester hours

A study of the geographic, political, economic, and ideological factors that influence the behavior of nations.

POL 331 Politics of Black Americans 3 semester hours

An analysis of the political behavior of Black Americans and the issues that affect them in a significant way.

POL 332 Political Socialization and Electoral Behavior 3 semester hours

A study of the process by which individuals acquire political attitudes, and how these predispositions affect their electoral behavior.

POL 333 Budgetary Process 3 semester hours

An assessment of the politics, planning, and administration of governmental budgets.

POL 334 Public Personnel Administration 3 semester hours

A study focusing upon the theory, practice, and organization of public personnel training, classification, compensation, promotion, and human relations.

POL 335 American Constitutional Law 3 semester hours

A study of the Constitution as interpreted by the courts.

POL 336 Comparative Politics 3 semester hours

A comparative study of selected political systems of the world.

- POL 337 Public Policy Analysis** 3 semester hours
A study of the forces shaping public policy and the consequence of policy design, and public bureaucrats and their programs and decision-making.
- POL 338 Administration of Social Services** 3 semester hours
A study of the process of planning and administering basic social services including housing, recreation, health care, policy and welfare.
- POL 339 Organizational Theory** 3 semester hours
An analysis of the structure, theory and function of government and the political environment in which it exists.
- POL 340 Third World Politics** 3 semester hours
An analysis of selected political systems in Africa, Asia, and Latin America.
- POL 350 Transnational Concerns** 3 semester hours
An analysis of the various problems that affect the global community and the attempts to resolve them.
- POL 351 American Foreign Policy** 3 semester hours
An analysis of the making, implementation and implications of the foreign policy of the United States.
- POL 352 Foreign Policy of Emerging Nations** 3 semester hours
An analysis of the forces that shape the process, implementation and implication of economic, political and social policy development by less developed countries (LDC's), and their effect on world order.
- POL 353 Women in Politics** 3 Semester hours
An analysis of the levels of participation by women in the political processes that occur worldwide and to study these roles in relation to gender based political issues.
- POL 420 Contemporary African Studies** 3 semester hours
Selected topics with emphasis on international relations. (This course is also listed in the Department of History as HI 420, Contemporary African Studies, and may be taken for credit as a political science course. Credit may not be earned when taking both courses.)
- POL 431 Political Science Research** 3 semester hours
A study of social science research methods for the conducting of research in political science.
- POL 436 Political Theory** 3 semester hours
An analysis of political thought from Greek antiquity to the present.
- POL 440 International Political Economy** 3 semester hours
This course analyzes the major issues that both connect and divide national interest from individual self-interest.
- POL 490 Cooperative Education Field Experience** 6, 9, 12, 15 semester hours
Work experience opportunity at the senior (POL 490) level. Student must have a cumulative grade point average of a minimum of 2.00 and have an application on file the semester prior to actual training. Students may register for cooperative education experience on three occasions. Semester hours credit will be determined by the department head after the details of placement have been made.

POL 499 Political Science Seminar**3 semester hours**

This course focuses on writing and defense of senior research and the senior exit exam. It also includes discussion of selected topics of political science. Students must pass EN131 and 132 and three subtests of CLAST before taking this course.

DEPARTMENT OF PSYCHOLOGY

The Department of Psychology offers a Bachelor of Science degree in psychology and a minor in psychology. The program prepares students for employment in a wide range of entry-level positions in social services, mental health agencies, government services, investigative services, counseling agencies, youth and children's services, and public school teaching with additional teacher certification. The degree in psychology remains an entry level qualification for a wide range of professional areas.

Bachelor of Science in Psychology

A general program that focuses on the scientific study of the individual and collective behavior, the physical and environmental bases of behavior and the analysis of behavior problems and disorders. It includes instruction in the principles of the various subfields of psychology, research methods, and psychological assessment and testing methods. Students complete a senior original research thesis to develop the research skills needed in graduate school, and a field experience which gives them an advantage in obtaining employment in private and governmental agencies which serve youth and adults.

CORE REQUIREMENTS**PSYCHOLOGY**

PS 230, PS 236, PS 322, SO 230, PS 325, PS 328, PS 332, PS 337, PS 338,

PS 340, PS 420, PS 428, PS 430, PS 438, PS 444, PS 490, PS 499 57 hours

GENERAL EDUCATION 49 hours

SOCIAL SCIENCES

SO 131, SS 211, SS 212, SS 313 6 hours

HUMANITIES

EN 240 3 hours

ELECTIVES 9 hours

PSYCHOLOGY ELECTIVES

PS 441, PS 442, PS 443, PS 445 and

ANY ELECTIVES AT OR ABOVE THE 200 LEVEL

TOTAL HOURS REQUIRED FOR DEGREE 124 hours

Minor in Psychology 18 hours

Course Requirements:

PS 230, PS 236, PS 322, and other psychology courses taken at Bethune-Cookman College.

COURSE DESCRIPTIONS FOR THE DEPARTMENT OF PSYCHOLOGY

PS 230 Introduction to Psychology**3 semester hours**

A survey of major psychological concepts, methods, and problems in the study of behavior, thought and emotion.

PS 236 Developmental Psychology 3 semester hours

Prerequisite: PS 230. An examination of human development across the lifespan from conception to death including the integration of the biological, cognitive, and social processes which influence human behavior.

PS 322 Adolescent Psychology 3 semester hours

Prerequisite: PS 230, PS 236. A study of individuals during the pre-adolescent and adolescent years. It addresses the developmental patterns of physical, emotional, mental and social growth as well as special problems of adolescent adjustment.

PS 325 Abnormal Psychology 3 semester hours

Prerequisite: PS 230, PS 236. A study of the origins, classifications, care and treatment of common behavioral and emotional disorders.

PS 328 Educational Psychology 3 semester hours

Prerequisite: PS 230, PS 236. Emphasis on the application of psychological principles and theories to the teaching and learning situation, especially focusing on the characteristics and abilities of the learner.

PS 332 Personality Theories 3 semester hours

Prerequisite: PS 230, PS 236. A study of the most recent and established theories of personality, and their interpretation in contemporary behavioral problems.

PS 338 Experimental Psychology 3 semester hours

Prerequisite: MA 132, PS 236, SO 230. A study of the foundations of experimental psychology with emphasis on the designs of psychological investigations.

SO 230 Social Psychology 3 semester hours

Prerequisite: PS 230. A study of the ways in which the behavior of the individual is influenced by society and its institutions.

PS 337 African/Black Psychology 3 semester hours

Prerequisite: EN 132, PS 230. A critical examination of psycho-cultural forces that have helped to shape and determine the thought, styles, and behavior of African-Americans, and a study of the theories, research and writings of African-American psychologists.

PS 340 Psychological Measurement 3 semester hours

Prerequisite: MA 132. Provides background to psychological measurement, and an examination of the characteristics of standardized tests and other assessment methods in psychology and education. Basic statistics involved in test score interpretation are also studied.

PS 420 Guidance and Counseling 3 semester hours

Prerequisite: PS 230, PS 236, PS 332, PS 325. A study of the developmental approach to school guidance, as well as an in-depth examination of counseling theories and their applications to the school and other counseling settings.

PS 428 Physiological Psychology 3 semester hours

Prerequisite: BI 131, PS 230, PS 325. A study of the brain, nervous, and endocrine systems and their roles in learning, personality, and behavior.

PS 430 Research Methods and Statistics 3 semester hours

Prerequisites: MA 132, PS 338, PS 340. A study of the scientific methodology in psychological research, and the statistical techniques used for generating data analysis and results.

PS 438 Motivation 3 semester hours

Prerequisite: PS 236, PS 325, PS 428. An in-depth study of the "Why" of behavior; the physical, chemical, biological and social substrata of behavior. Study of the processes not directly observable in an individual's overt actions.

PS 441 Psychology of Aging 3 semester hours

Prerequisite: PS 230, PS 236. A comprehensive exploration of the theories, methods and research in the study of human aging. This includes age-related changes in social, cognitive, and emotional functioning.

PS 442 Psychology of Women 3 semester hours

PS 230, PS 236, PS 322. This is a combination of both the developmental and topical approaches to the study of women.

PS 443 Industrial/Organizational Psychology 3 semester hours

A study of the application of the methods, facts, and principles of psychology to people at work. These include employee selection, psychological testing, motivation and job satisfaction, effects of stress, and consumer psychology.

PS 444 Human Sexuality 3 semester hours

Prerequisites: PS 230, PS 236, PS 325. An examination of the role of sexuality in the lives of children, adolescents, young and senior adults in different cultural contexts.

PS 445 Community Psychology 3 semester hours

Examines the contribution of psychology to social and community change through the study of groups, organizations and communities, with the goal of preventing distress and building competencies.

PS 490 Psychology Field Experience 9 semester hours

Prerequisite: Consent of psychology department head. This course is for seniors in psychology and is taken once only. It is designed to provide students with practical experiences in clinical services provided by private, city and state agencies in the Daytona Beach area. Weekly meetings with college supervisor, submission of weekly progress reports in the format provided, a portfolio, and reaction paper are also required.

PS 499 Senior Research/Original Thesis 3 semester hours

Prerequisites: At least three subtests of the CLAST, completion of core psychology courses, and GPA of 2.5. This course emphasizes the practical application of the scientific method in research, the written and oral presentation of the empirical research report, and a comprehensive review of course work for the exit examination in psychology.

DEPARTMENT OF SOCIAL SCIENCE EDUCATION

The Department of Social Science Education offers a Bachelor of Arts degree. The major is offered in cooperation with the School of Education.

Bachelor of Arts in Social Science Education

The Bachelor of Arts in Social Science Education prepares individuals to teach specific social science subjects and programs at various educational levels (Grades 6-12). To receive a Bachelor of Arts degree in social science education, students must satisfy all Bethune-Cookman College degree requirements and pass the Florida Teacher Certification Examination Professional Examination, Subject-Area Test, and General Knowledge Test to be eligible for student teaching.

Admission to the Program

To be admitted into the social science education program students must satisfy the requirements for admittance in all Bethune-Cookman College state approved teacher certification programs, as described in this bulletin.

Major Requirements

Eighty-one (81) semester hours with a minimum grade point average of 2.5.

Course Requirements

General Education Program	49 hours
History HI 231, 232, 235, 333, 335 or 336 or 353	15 hours
Political Science POL 230	3 hours
Math MA 390	3 hours
Psychology	9 hours
Economics BA 231, 232	6 hours
Geography SS 210 or 220	3 hours
Social Sciences SS 211-21, 313, SS 150	6 hours
Education	39 hours
ESE 200, ED 231, EDA 352, PS 236, ED 403, ED 351, EDM 380, SS 360, ED 352, EDB 352, ED 369, EDP 499, ED 462, EDS 499, ED 462X, TSL 370	
TOTAL	133 hours

DEPARTMENT OF SOCIOLOGY AND GERONTOLOGY

The Department of Sociology and Gerontology offers the following two majors, four minors, and a certificate program: a Bachelor of Arts in sociology, a Bachelor of Science in gerontology, a minor in sociology, a minor in gerontology, a minor in social work, a minor in women and gender studies, and a certificate in gerontology.

Bachelor of Arts in Sociology

The Bachelor of Arts degree program in sociology focuses on the systematic study of human social institutions and social relationships. It includes instruction in social theory, sociological research methods, social organization, social stratification, dynamics of social change, family structures, social deviance and control, and applications to the study of specific social groups, social institutions, and social problems.

With a bachelor's degree in sociology, students are prepared for employment in a wide range of entry-level positions in social services, community work, corrections, business, college settings, health services, public relations, government services, and teaching (in conjunction with appropriate teacher certification). For students who plan to further their education, a major in sociology prepares them for graduate studies in a wide array of programs, including but not limited to sociology, anthropology, business, counseling, criminology, education, law, public health, rehabilitation, social research, and social work.

Bachelor of Science in Gerontology

The Bachelor of Science degree program in gerontology focuses on the human aging process and aged human populations, using the knowledge and methodologies of the social sciences, psychology and the biological and health sciences. It includes instruction through a

multidisciplinary approach to develop, transmit, and apply gerontological knowledge to current and future issues of our aging society.

With a bachelor's degree in gerontology, students are prepared for graduate study, whereby they may assume administrative and research positions. Also, a B.S. degree prepares students for employment in community and government agencies, retirement communities, and the aging network of agencies.

Major Requirements

Sociology Major

- 57 semester hours of required courses and restricted electives, with a grade of C or better
- 18 semester hours of Electives
- 49 semester hours of General Education requirements

Gerontology Major

- 48 semester hours of required courses
- 27 semester hours of Electives (Gerontology and other electives)
- 49 semester hours of General Education requirements

A grade of C or better is required in all major courses

Course Requirements

Sociology Major

- General Education 49 hours
- Sociology: SO 131, 235, 236, 436, 499 15 hours
- Restricted Electives 24 hours

One course must be from each of the following four groups

The remaining twelve (12) hours may be from any of the following groups:

1. The Individual and Society: SO 230, SOG 235, SOG 337, SS 250
2. Societal Problems: SO 132, 332, 344, 439
3. Social Processes: SO 331, 339, 435
4. Social Organizations: SO 231, 432, 438, SOG 230; POL 338

Sociology Field Experience: SO 490 A, B, C, D 6-15 hours

Social Science: SS 211, 212, 313, SS 239, 333 9 hours

Computer Literacy: CS 132 or SS 150 or SS 240 3 hours

Electives: Sociology Electives (SOG 230, 235) or

Other Electives 18 hours

MINIMUM HOURS REQUIRED FOR DEGREE 124 hours

Gerontology Major

General Education 49 hours

Gerontology: GR 231, 335, 499 9 hours

Gerontology Practicum: GR 490 A, B, C, D 6-12 hours

Sociology: SO 132, SOG 235, 337 9 hours

Psychology: GR 390/PS 440 3 hours

Science and Mathematics: CS 132 or SS 150 or SS 240, GR 310/MT 310 6 hours

Business: GR 230/HM 351, MG 300 and MG 320 or MG 300 and AC 231 9 hours

Social Sciences: SS 211, 212, 313, 239, 333 9 hours

Gerontology Electives: GR 350, 420, PS 236, SOG 230, POL 301, CJ 305 9hours

Other Electives 15 hours

MINIMUM HOURS REQUIRED FOR DEGREE 124 hours

Sociology Minor

The minor consists of 18 hours, all of which must be completed at Bethune-Cookman College.

Sociology: SO 131, 235, 236, 436	12 hours
Six (6) semester hours from the Restricted Sociology Electives	.6 hours

Gerontology Minor

The minor consists of 18 hours, all of which must be completed at Bethune-Cookman College.

Gerontology: GR 310, 335, 390	.9 hours
Gerontology Practicum: GR 490	.6 hours
Sociology: SOG 337	.3 hours

Social Work Minor

The minor consists of 21 hours, all of which must be completed at Bethune-Cookman College.

Sociology: SO 231, 235, 332, 432, 435	15 hours
Political Science: POL 338	.3 hours
Criminal Justice: CJ 461	.3 hours

Women and Gender Studies Minor

The minor consists of 18 hours, all of which must be completed at Bethune-Cookman College.

Social Sciences: SS 250	.3 hours
Psychology: PS 444	.3 hours
Any four (4) of the following:	
CJ 320, EN 335, HI 320, HI 325, POL 353, PS 442	12 hours

Certificate in Gerontology

In recognition of the special needs of the elderly citizens of Florida, the College offers a 21-semester hour interdisciplinary program leading to a certificate in gerontology. All of the semester hours must be completed at Bethune-Cookman College. The program is completed along with the undergraduate major of the student and is administered by the director of the Gerontology Interdisciplinary Center. While the program may be of particular interest to students who are majoring in health sciences, psychology, social work, or sociology, it is compatible with many disciplines-for example, music, music education, physical education, or art education. In addition, an approved practicum in gerontology must be completed for three to six semester hours of credit.

Course Requirements

Gerontology: GR 231, GR 335, GR 490, GR 499	12 hours
Science and Mathematics: GR 310/MT 310	.3 hours
Sociology: SOG 337	.3 hours
Psychology: GR 390/PS 440	.3 hours

COURSE DESCRIPTIONS FOR THE DEPARTMENT OF SOCIOLOGY AND GERONTOLOGY

GR 230/HM 351 Nutrition in Health and Disease **3 semester hours**

The study of normal nutrition as it relates to the life span. The physiological, psychosocial and cultural aspects of nutrition and the interrelationship with disease.

GR 231 Introduction to Gerontology **3 semester hours**

An overview of the social science of gerontology including age changes, age differences, period effects, and psychosocial changes of aging as well as elderly adaptation to retirement, leisure pursuits, finances, societal disengagement and independency/dependency. Gerontologic research design and issues. Emphasis is on a holistic, preventive approach to the study of gerontology and to providing services for the well and nonwell elderly.

GR 310/MT 310 Cellular and Physiologic Aspects of Aging **3 semester hours**

Prerequisites: BI 131, CH 141 or permission of instructor. An initial overview of the biological foundations for life, and the effects of aging upon the body's anatomical/physiological systems. In-depth coverage of the various theories of senescence including wear and tear theory, rate-of-living theory, mutation theory, and error theory. Emphasis is on the effects of senescence upon the functioning of the body's immune, renal, neural, and cardiovascular systems.

GR 335 Minority Aging **3 semester hours**

This course focuses on the historical, demographic and socioeconomic profiles of minority elderly. It examines major problems encountered by minority elderly persons with a review of issues such as income, health, housing, and transportation. It also covers unique aspects of minority religiosity, family ties, language barriers, coping behavior, and population distribution.

GR 350 Seminar in Gerontology **3 semester hours**

This course provides an overview of the past, present and future issues on aging. Issues to be covered include economics of aging, elderly abuse, suicide among the elderly, elderly in the media, etc.

GR 390/PS 440 Psychology of Aging **3 semester hours**

Prerequisites: SO 131, PS 230 or permission of the instructor, and GR 331. The effects of senescence and adaptation to such effects on the psychological variables of sensory and perceptual processes, psychomotor performance, personality, socialization and primary and secondary relationships. Psychosocial adaptation of the elderly to death and dying, bereavement, widowhood, and theology. Emphasis is on a holistic, preventive approach to the psychosocial aspects of aging for both well and nonwell elderly. Emphasis is on psychosocial aspects of aging indigenous to blacks.

GR 420 Seminar in Gerontology II **3 semester hours**

This course examines the needs and coping patterns of the aged. The issues covered in this course include aging and changing living situations in the family, health and health care of the aged, retirement as a social institution and process, religion as a vital aspect of aging, social service provision in the aging network and the possible future trends.

GR 490 Gerontology Practicum **3, 6, 12, 15 semester hours**

Prerequisites: GR 310/MT 310, GR 350/NU 350, GR 390/PS 440, GR 331, GR 332. Students are assigned to federal, state, and local agencies, health care facilities, and/or com-

munity/social welfare programs dealing with an aged clientele for 10 to 15 hours per week. Designed as a cumulative, culminating experience in preparing students to assume advocacy, health care provider, coordination and leadership roles in the provision of services for well and nonwell elderly. Designed in accordance with the practicum goals and objectives as determined jointly between the student and the department head.

GR 499 Senior Seminar/Original Thesis 3 semester hours

Prerequisites: EN 131, 132, three subtests of the CLAST, SS 239, 333. This course offers all gerontology students the opportunity to apply the scientific method in research, present in writing, and orally defend an empirical research report on aging. Also, a comprehensive review of course work is conducted for the exit examination in gerontology.

SO 131 Introduction to Sociology 3 semester hours

An overview of the field of sociology. Emphasis is placed on the practices and institutions which humans develop in the processes of social maintenance and change.

SO 132 Social Problems 3 semester hours

A study of the major problems facing contemporary societies, with special emphasis on African Americans within the American community.

SO 230 Social Psychology 3 semester hours

A study of the way in which the inner life of human beings shape the institutions in society and how the institutions of our society shape lives.

SOG 230 Medical Sociology 3 semester hours

This course focuses on a critical examination of the influence of social, political, and economic factors on the development of health and on patterns of medical intervention.

SO 231 Introduction to Social Welfare 3 semester hours

Prerequisite: SO 131. A survey of the field of social welfare with emphasis upon qualifications; employment opportunities, general principles and techniques relative to each area.

SO 235 Marriage and Family 3 semester hours

A study of biological, psychological and sociological bases of human family life; special attention is given to the problems of family life in a changing society.

SOG 235 Sociology of Aging 3 semester hours

This course presents the social aspects of aging. It provides a survey of cross-cultural perspectives and social implications of aging and social reaction to and provisions for elderly individuals.

SO 236 Cultural Anthropology 3 semester hours

An introductory course designed to enhance students' understanding of the evolutionary processes involved in the development and functioning of various human cultures, and some of the variables that can be manipulated in developmental and policy matters. This course meets the interest of individuals who are or would be involved in social planning and organized social change.

SO 331 Demography 3 semester hours

A study of the factors that affect growth, size, composition, and distribution of human populations. The components of population change and their relationships with the sociocultural variables of education, religion, politics, economics, and minority groups' status are also discussed.

- SO 332 Social Casework Processes** **3 semester hours**
 A course considering the basic aspects of social casework as a counseling technique and method. It also explores the theoretical underpinning of casework and its application to problem-solving in the area of social functioning.
- SOG 337 Death and Dying** **3 semester hours**
 Prerequisite: SO 131, 132. A course that explores the reality of an individual's mortality and the systematic steps needed in our society for adequate acceptance of the fact of death.
- SO 339 Social Stratification** **3 semester hours**
 Prerequisite: SO 131, 132. The study of the system of social ranking and hierarchies in societies. Attention is focused on social classes in American society and the distribution of power, prestige, and privileges. Special emphasis is directed toward minorities within the American system of social ranking.
- SO 344 Sociology of Deviant Behavior** **3 semester hours**
 An examination of the nature, types, and social reactions to deviant behavior; special emphasis is placed on the process of stigmatization and the emergence of deviant subcultures.
- SO 432 Community Organization** **3 semester hours**
 A course designed to give the student insight into the philosophy and processes used in determining and meeting community needs.
- SO 435 Groups and Group Behavior** **3 semester hours**
 A study of the group process, and methods and techniques of group work in meeting group and individual needs.
- SO 436 Sociological Theory** **3 semester hours**
 A study of sociological theory since the first quarter of the twentieth century, with particular emphasis on major theoretical orientations, concepts and issues.
- SO 438 Urban Sociology** **3 semester hours**
 A study of the urban community - its growth, characteristics, and problems - in the United States and elsewhere.
- SO 439 Race and Ethnicity** **3 semester hours**
 An examination of how varying categories of difference have been created, maintained, and/or changed. This course investigates various racial and ethnic groups, and explores the consequences of being identified in a particular category.
- SO 490 Cooperative Education Field Experience** **6, 9, 12, 15 semester hours**
 Work experience opportunity at the senior (SO 490) levels. Students must have a cumulative grade point average of a minimum of 2.00 and have an application on file the semester prior to actual training. Students may register for a cooperative education experience on three occasions. Semester hours credit will be determined by the department head in the student's discipline after the details of placement has been made.
- SO 499 Senior Seminar** **3 semester hours**
 Prerequisites: EN 131, 132, three subtests of the CLAST, SS 239, and SS 333. This course offers advanced sociology majors the opportunity to apply the scientific method in research, to present in writing, and orally defend the empirical research report. Also, a comprehensive review of course work is conducted for the exit examination in sociology.

AIR FORCE "ROTC"

The United States Air Force offers Air Force ROTC courses at Embry-Riddle Aeronautical University (ERAU) which the university accepts for open-elective course credit. The procedures for registering for ROTC courses are the same as registering for any other Bethune-Cookman College course. The student simply signs up for the ROTC course during registration. Transportation will be provided from Bethune-Cookman, if needed, to ERAU (and back) for the AFROTC courses. AFROTC may be taken for academic credit only if a student so desires. Any student may enroll in a freshman or sophomore AFROTC course, not just individuals who wish to become commissioned officers in the USAF. The junior and senior AFROTC courses are available to only those college/university students who have committed themselves to becoming commissioned officers. Remember, students who take the freshman and/or sophomore ROTC courses are under no obligation to the Air Force. A student may withdraw from an AFROTC course following the same procedures as one would in dropping any other college/university course. Upon graduation, those students wishing to pursue a commission in the Air Force and who successfully complete AFROTC receive commissions as officers in the United States Air Force.

Any qualified student may pursue this opportunity provided he or she has a minimum of four semesters remaining at the College/University. AFROTC courses, incidentally, are not offered at ERAU during the summer semester. The curriculum offers a choice, however, of either a two- or four-year program.

Four-Year Program

Enrollment procedures for the first two years of the four-year program, the General Military Course (GMC), are the same as for any other college program. The student simply selects the appropriate AFROTC class during registration. Students in the GMC are under no obligation to the Air Force and may withdraw from the class in the same manner as they might withdraw from any course. Those who decide to continue in the final two years, the Professional Officer Course (POC), receive a monetary allowance and incur an obligation to serve in the Air Force upon graduation/commissioning. Prior to entering the POC, each student must pass a medical examination, receive a competitive score on the Air Force Officer Qualifying Test (AFOQT), and complete a four-week summer field training session at an Air Force base.

Two-Year Program

The two-year program is identical to the last two years of the four-year program, but is preceded by a six-week summer field training session at an Air Force base. Two-year program students must also pass a medical examination and receive a competitive score on the Air Force Officer Qualifying Test (AFOQT) prior to attending field training.

Air Force Scholarships

Air Force ROTC (AFROTC) offers scholarships covering a student's college education for two, three, and four years. Each scholarship pays for full tuition (up to \$15,000 per year), laboratory fees, textbooks, and also includes a monthly tax-free subsistence allowance. Three- and four-year scholarships are available, on a competitive basis, to high school seniors. Students never enrolled in a college or university as a full-time student are eligible for the four-year scholarship, provided they can complete their four-year degree before their 27th

birthday. High school students interested in a four-year scholarship must apply to Air Force ROTC Headquarters, Maxwell Air Force Base, Alabama 36112, before December 1 of their senior year. Application forms for the scholarship are available at Maxwell Air Force Base, Alabama 36112, before December 1 of their senior year. Application forms for the scholarship are available on-line at www.afrotc.com. The Air Force also offers a noncompetitive Historically Black College or University (HBCU) scholarship to students attending BCC. The scholarship pays tuition (up to \$15,000 per year), \$510 for books and a monthly non-taxable allowance. To be eligible you must be a U.S. citizen, pass the AFOQT and a physical fitness test, have a minimum 2.5 GPA and pass the height, weight and medical requirements. For more information, contact AFROTC Detachment 157, Embry-Riddle Aeronautical University, 600 S. Clyde Morris Boulevard, Daytona Beach, Florida 32114-3900, (386) 226-6880.

Finances

Textbooks for all AFROTC courses are free. Students enrolled in the POC receive a \$350-\$400 per-month tax-free subsistence allowance. In addition, those attending summer field training receive travel pay to and from the Air Force base hosting the session, free room and board, and pay while attending the session.

AIR FORCE ROTC - Aerospace Studies

COURSE DESCRIPTIONS

AF 101/AF 102 The Air Force Today (General Military Course)

1 semester hour

1 credit

AS 100 is a survey course designed to introduce students to the United States Air Force and Air Force Reserve Officer Training Corps. Featured topics include: mission and organization of the Air Force, officership and professionalism, military customs and courtesies, Air Force officer opportunities, and an introduction to communication skills. Corequisite: AF 101L. Leadership Laboratory is mandatory for AFROTC cadets and complements this course by providing cadets with followership experiences.

AF 101L/AF 102L Leadership Laboratory

0 credit

Consists of Air Force customs, courtesies, health, physical fitness, field training orientation, drill and ceremonies. These courses are graded Pass/Fail.

AF 201 The Development of Air Power (General Military Course)

1 semester hour

1 credit

A course designed to examine general aspects of air and space power through a historical perspective. Utilizing this perspective, the course covers a time period from the first balloons and dirigibles to the space-age global positioning systems of the Persian Gulf War. Historical examples are provided to extrapolate the development of Air Force capabilities (competencies), and missions (functions) to demonstrate the evolution of what has become today's USAF air and space power. Furthermore, the course examines several fundamental truths associated with war in the third dimension: e.g. Principles of War and Tenets of Air and Space Power. As a whole, this course provides the students with a knowledge level understanding for the general element and employment of air and space power, from an institutional doctrinal and historical perspective. In addition, the students will continue to

discuss the importance of the Air Force Core Values with the use of operational examples and historical Air Force leaders and will continue to develop their communication skills. Corequisite: AF 201L. Leadership Laboratory is mandatory for AFROTC cadets and complements this course by providing cadets with followership experiences.

AF 202 The Development of Air Power (General Military Course)

1 semester hour

1 credit

**AF 202 The Development of Air Power
(General Military Course) - Spring Semester**

1 semester hour

1 credit

Continuation of AF 201. A weekly Leadership Laboratory is mandatory. Corequisite: AF 202L.

AF 201L/AF 202L Leadership Laboratory

0 credit

Consists of Air Force customs, courtesies, Air Force environment, drill, ceremonies, and field training orientation. These courses are graded Pass/Fail.

AF 301 Air Force Leaders and Management (Professional Officer Course)

3 semester hours

3 credits

AS 300 is a study of leadership, management fundamentals, professional knowledge, Air Force personnel and evaluation systems, leadership ethics, and communication skills required of an Air Force junior officer. Case studies are used to examine Air Force leadership and management situations as a means of demonstrating and exercising practical application of the concepts being studied. Corequisite: AF 301L. A mandatory Leadership Laboratory complements this course by providing advanced leadership experiences in officer-type activities, giving students the opportunity to apply leadership and management principles of this course.

**AF 302 Air Force Leadership and Management
(Professional Officer Course)**

3 semester hours

3 credits

Continuation of AF 301. Corequisite: AF 302L. A weekly Leadership Laboratory is mandatory.

AF 301L/AF 302L Leadership Laboratory

0 credit

Provides advanced leadership experience in officer-type activities, giving students the opportunity to apply leadership and management principles. These courses are graded Pass/Fail. Prerequisites: Completion of the General Military Course or Two-Year Program selection and/or approval of the professor of Aerospace Studies.

**AF 401 National Security Forces in Contemporary American Society
(Professional Officer Course)**

3 semester hours

3 credits

AS 400 examines the national security process, regional studies, advanced leadership ethics, and Air Force doctrine. Special topics of interest focus on the military as a profession, officership, military justice, civilian control of the military, preparation for active duty, and current issues affecting military professionalism. Within this structure, continued emphasis is given to refining communication skills. Corequisite: AF 401L. A mandatory Leadership Laboratory complements this course by providing advanced leadership experiences, giving students the opportunity to apply the leadership and management principles of this course.

AF 402 Preparation for Active Duty (Professional Officer Course)**3 semester hours****3 credits**

Continuation of AF 401. A weekly Leadership Laboratory is mandatory. Corequisite: AF 402L.

AF 401L/AF 402L Leadership Laboratory**0 credit**

Provides advanced leadership experiences in officer-type activities. These courses are graded Pass/Fail. Prerequisites: Completion of the General Military Course or Two-Year Program selection and/or approval of the Professor of Aerospace Studies.

Note: Students who have not attended Air Force ROTC Field Training may enroll in the Professional Officer Courses for academic credit only. Leadership Lab is not required if taking AFROTC courses for academic credit only.

ARMY "ROTC"**Army ROTC**

Army ROTC stands for Reserve Officer's Training Corps and it is a course which men and women may take, freshman through senior year and may lead to a commission as a lieutenant in the US Army. Army ROTC enhances a student's education by providing unique leadership and management training, along with practical experience. The curriculum is designed to be exciting, educational, and flexible enough to meet scholastic requirements while helping to accomplish your academic and personal goals. Classes and training include: map reading, land navigation, rappelling, rifle marksmanship, patrolling, tactics, drill and ceremony, military history, ethics and military law. You may earn 16 hours of academic credit for completing four years of Army ROTC. All uniforms, military text books, and equipment are issued to cadets at no charge. This program is available thru Embry-Riddle Aeronautical University, Daytona Beach, Florida. All classroom, labs, and physical training is conducted at ERAU.

The Army Reserve Officer Training Corps program provides an opportunity to acquire the skills and knowledge necessary for commissioning as a lieutenant in the U.S. Army. The program offers both a four-year and two-year option. The two-year option allows students with at least two academic years remaining in either undergraduate or graduate studies to meet all requirements for commissioning. The ROTC courses may be applied toward open elective requirements in any degree program. Students desiring to enroll in the Army ROTC Basic Course are required to present a copy of their latest medical physical (no more than one year old) and a copy of an official birth certificate to the ROTC Office. All information can be faxed.

Basic Military Science

The basic military science courses are offered during the freshman and sophomore years. These courses address military organization, equipment, weapons, map reading, land navigation, use of compass, grade structure, the threat, communications, leadership, and physical training. The courses consist of both classroom instruction and a mandatory lab. A lab fee is accessed every student enrolled in Army ROTC classes to cover the cost of equipment maintenance and other cadet activities.

Advanced Military Science

The advanced military science courses are taken during the junior and senior years. These courses specialize in small unit tactics, preparation and conduct of military training, military

justice system, staff procedures, decision making and leadership, managerial concepts, problem analysis, military writing, the ethic of the professional soldier, and physical training. The courses consist of both classroom instruction and a mandatory lab. This phase requires attendance at a six-week advanced camp conducted at Fort Bragg, North Carolina, during summer following the junior year.

Basic Camp

A summer training program is offered for students who will be academic juniors without previous ROTC or military training. This consists of a six-week course at Fort Knox, KY, during the summer following the sophomore year. This will qualify a student for entry into the Advanced Course, thus allowing completion of all requirements for commissioning within two years. Students attending the summer course at Fort Knox receive approximately \$800 pay.

Benefits

All contracted military science students receive a tax-free monetary allowance of \$200 per month.

Four and three-year scholarships are available to those who qualify. Academic excellence is essential to any future career and especially in a highly technical Army. Naturally, the higher GPA and test scores, the better chance exists of being selected as a scholarship recipient. Minimum requirements are:

1. U.S. Citizen
2. Be under 27 years of age the year of college graduation (waivers possible for prior service)
3. Meet required physical standards
4. Have a cumulative academic GPA of 2.7
5. Have an SAT score of 920 or ACT score of 19

Scholarship benefits include:

- \$64,000 - Tuition paid at the rate of \$16,000 per school year
- \$ 8,000 - Subsistence allowance paid at the rate of \$200 per month, up to ten months of the school year.
- \$ 1,800 - Books paid at the rate of \$225 per semester.
- \$73,800 - TOTAL not including uniforms and other items of military equipment that are issued at no expense to the cadet.

Admission to the Basic Course

Admission requirements are the following:

1. Enrollment in a baccalaureate or master's program.
2. At least 17 years of age at time of entry but not more than 30 years of age at time of graduation.
3. U.S. Citizenship

Admission to the Advanced Course

Admission requirements are the following:

1. Successful completion of the basic course or equivalent.
2. Successful completion of Army physical examination.
3. Selection by the professor of military science.
4. Agreement to complete the advanced course requirements and serve on active, reserve, or National Guard duty as commissioned officer.
5. Maintain a 2.0 overall academic GPA and a 3.0 ROTC GPA.

All of the above are subject to the control of, and are administered by and under the rules and regulations of, the Department of the Army and are subject to change from time to time.

COURSE DESCRIPTIONS FOR MILITARY SCIENCE ARMY ROTC

MY 103 Basic Military Science 1 semester hour

A study of the defense establishment and the organization and development of the United States Army. A study of military courtesy, discipline, customs and traditions of the service. A historical perspective of the role of the different branches of the United States Army and the role they have played in the freedom of our nation. An introduction to physical readiness training. Exercises normally include M16-A1 rifle firing, rappelling training, and air-mobile helicopter operations.

MY 103L Basic Military Science Laboratory 0 semester hours

Leadership laboratory with emphasis on military leadership and small unit tactics. Students develop leadership abilities through hands-on practical experiences. Training is introductory in scope and includes operations and tactics and land navigation subjects. Practical training exercises familiarize students with the field environment and field survival skills. The Army Physical Fitness Test (APFT) is administered to assess the state of physical development.

MY 104 Basic Military Science 1 semester hour

Fundamentals of land navigation that include map reading, terrain identification, intersection, resection and polar coordinates. A study of the roles the active Army Forces, the Army Reserve Forces and the Army National Guard play in our nation's defense. Continued emphasis on physical readiness training. Course includes lecture and laboratory. Field training exercises normally include M16-A1 rifle firing, rappelling training, and airmobile helicopter operations.

MY 104L Basic Military Science Laboratory 0 semester hours

Leadership laboratory with emphasis on military leadership and small unit tactics. Students develop leadership abilities through hands-on practical experiences. Training continues the leader development process while remaining introductory in scope and develops basic operations and tactics and land navigation skills acquired in MY 103 Laboratory. Practical training exercises continue cadet field orientation with the focus being on individual training. Special topics including stream crossing techniques, field survival skills, and bivouac techniques are covered. The Army Physical Fitness Test (APFT) is administered to assess the state of physical development.

MY 203 Basic Military Leadership I**1 semester hour**

A review of the customs and traditions of the service. The fundamentals of leadership development and the importance of understanding the principles needed for effective leadership. Requires mandatory physical training exercises which normally include M16-A1 rifle firing, rappelling training, and airmobile helicopter operations.

MY 203L Basic Military Leadership I Laboratory**0 semester hours**

Leadership laboratory with emphasis on military leadership and small unit tactics. Students develop leadership abilities through hands-on practical experiences. Training continues the development of cadet leadership and critical skills while remaining basic in scope and includes operations and tactics, land navigation, first aid, and general military subjects. Practical training exercises stress development of basic skills with the focus on soldier team development at the squad/team level. The Army Physical Fitness Test (APFT) is administered to assess the state of physical development.

MY 204 Basic Military Leadership II**1 semester hour**

The fundamentals of military geography and their application in the use of navigational aids for the military forces. A study of preventative medicine countermeasures and first aid techniques that every leader must know. Requires mandatory physical training and includes both lecture and leadership laboratory. Two weekend training exercises normally include M16-A1 rifle firing, rappelling training, and airmobile helicopter operations.

MY 204L Basic Military Leadership II Laboratory**0 semester hours**

Leadership laboratory with emphasis on military leadership and small unit tactics. Students develop leadership abilities through hands-on practical experiences. Training continues development of basic skills acquired in MY 203 Laboratory and includes operations and tactics, land navigation, first aid, and general military subjects. Practical training exercises continue development of basic skills with the focus on soldier-team development at the squad/team level. The Army Physical Fitness Test (APFT) is administered to assess the state of physical development.

MY 303 Officership I**3 semester hours**

Prerequisites: Completion of basic military science (or given constructive credit) and status of a contracted Army ROTC cadet. A course examining the foundations of officership, the character, responsibilities, and status of being a commissioned officer. Emphasis on the warrior ethic. Covers a wide spectrum of subjects, from training in common military skills to fostering a value system that emphasizes service to the nation, readiness to persevere in the face of obstacles, and willingness to make personal sacrifices in pursuit of the greater good. Includes lecture, advanced leadership laboratory, physical training, and practical field training exercises.

MY 303L Officership I Laboratory**0 semester hours**

Leadership laboratory with emphasis on military leadership and small unit tactics. Students develop leadership abilities through hands-on practical experiences. Training continues development of cadet competencies and confidence through intermediate leadership and technical/tactical instruction. Practical training exercises are supplementary in scope and include operations and tactics, land navigation, and weapons training. Special topics including tactical bivouac techniques, individual tactical techniques, tactical foot march techniques, squad tactics, and small unit patrolling are covered. The Army Physical Fitness Test (APFT) is administered to assess the state of physical development.

MY 304 Officership II**3 semester hours**

Prerequisite: MY 303 Officership I. A continuing development of the processes that distinguish commissioned military service from other professional endeavor. The main emphasis of this class is the preparation of cadets for the six-week advance camp they normally attend at the end of the junior year. Here their capability to conceptualize, innovate, synthesize information, and make sound decisions while under stress are evaluated. Includes advanced leadership laboratory, enhanced physical training and practical field training exercises.

MY 304L Leadership II Laboratory**0 semester hours**

Leadership laboratory with emphasis on military leadership and small unit tactics. Students develop leadership abilities through hands-on practical experiences. Training continues development of intermediate leader and critical skills in preparation for Advanced Camp. Practical training exercises focus on soldier-team development at squad/patrol level. Training is supplementary and includes tactics, land navigation, and weapons subjects.

MY 403 Advanced Military Leadership I**3 semester hours**

Prerequisites: MY 303, Officership I and MY 304, Officership II. A study of military professionalism with emphasis on command and staff relationships, organizational functions and duties of various staff officers that assist in the leadership of the organization. A study of personnel and logistical systems and the role they play in helping the organization optimize operations and improve life in the Army community. Training in staff briefings is used as an introduction to military procedures. Includes lecture, laboratory, and physical readiness training.

MY 403L Advanced Military Leadership I Laboratory**0 semester hours**

Leadership laboratory with emphasis on military leadership and small unit tactics. Students develop leadership abilities through hands-on practical experiences. Training culminates the leader development process at the pre-commissioning level. Training is supplementary and includes operations and tactics, land navigation, and radio wire communication subjects. Students perform as subject matter experts and are responsible for conducting and evaluating training. The Army Physical Fitness Test (APFT) is administered to assess the state of physical development.

MY 404 Advanced Military Leadership II**3 semester hours**

Prerequisites: MY 303, Officership I and MY 304, Officership II. A study of ethics and professionalism in the military and the role they play in carrying out the defense policy of the United States. The fundamentals of military law, its impact on the American military society and its place in the jurisdictional system. A history of the military court martial as it relates to the jurisdictional process of American society. A study of the law and warfare and its relationship to the conduct of soldiers in combat. Includes lecture, laboratory, and physical readiness training.

MY 404L Advanced Military Leadership II Laboratory**0 semester hours**

Leadership laboratory with emphasis on military leadership and small unit tactics. Students develop leadership abilities through hands-on practical experiences. Training culminates development of leader skills emphasizing the transition from cadet to second lieutenant. Expands the frame of reference and gradually shifts it to orient on future assignments as an officer. Training is supplementary and includes operations and tactics, land navigation, and radio wire communication subjects. Students perform as subject matter experts and are responsible for conducting and evaluating training. The Army Physical Fitness Test (APFT) is administered to assess the state of physical development.

ALUMNI RELATIONS

"The success of Bethune-Cookman College is directly related to the commitment of those graduates who walk through the portals of its buildings; those graduates who trod the hallowed grounds and live out the legacy of the College's founder, Dr. Mary McLeod Bethune, and the legacies of the leaders who followed in her footsteps." The Office of Alumni Relations is a department within Institutional Advancement. Alumni Relations promotes the College's mission, encouraging the participation of alumni and securing the critical financial support needed to provide "*an enlightening educational journey*" for deserving young students. Graduates and persons who attended the institution for at least one semester and left in good standing are alumni.

"ENTER TO LEARN"

The Pre-Alumni Council at Bethune-Cookman College is an undergraduate networking unit of the National Alumni Council of the United Negro College Fund. The major purposes of the Pre-Alumni Council are to expose undergraduates to the functions of alumni, to train students in basic fundraising techniques and provide opportunities to experience fundraising activities that support their alma mater and, to select a Miss Pre-Alumni to represent the college at the annual conference of the National Pre-Alumni Council and National Alumni Council of the United Negro College Fund. All students are members of the Pre-Alumni Council. Membership is included in the general fees paid to the College during registration. Therefore, all students are encouraged to become active members of the council.

"DEPART TO SERVE"

The National Alumni Association, Inc. is the official organization of Bethune-Cookman College graduates. The purposes of the organization are to perpetuate the history, ideas and philosophy of Bethune-Cookman College; to give educational grants to the College through solicitation of donations from alumni; to serve as the liaison and provide amicable communication between the college and its graduates; and to render volunteer services to Bethune-Cookman College, its students and graduates. The corporate purpose of the National Alumni Association is primarily carried out through the Executive Committee. Alumni chapters are organized and chartered throughout the United States of America and abroad to expand and enhance the purposes of the association. Membership into the alumni association is open to any alum who pays annual or lifetime membership dues. Graduating seniors are active members for the first year after graduation and are encouraged to remain active by joining the alumni chapter in their locale and to remit national dues through the chapter or to the Office of Alumni Relations.

THE TOTAL FAMILY AWARD is one of the highest honors bestowed upon Bethune-Cookman College alumni families. This award recognizes married couples and their children that graduate from the College.

NATIONAL ALUMNI ASSOCIATION OFFICES

President	Corresponding Secretary	Director of Public Relations
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Vice President	Assistant Treasurer	(2) Alumni Trustee
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Broward County Chapter	Lake/Sumter Chapter	St. Petersburg Chapter
Cleveland Chapter	Marion County Chapter	Seminole County Chapter
Delaware Valley Chapter	Miami/Dade Chapter	Volusia County Chapter
Duval/Nassau	New York Chapter	Washington, DC Chapter
Escambia Chapter	Orange County Chapter	

For the latest alumni information, visit us on the web at www.bethune.cookman.edu/development or contact the Alumni Relations Office liaisons.

CONTACT PERSONS: ALUMNI RELATIONS/ NATIONAL ALUMNI ASSOCIATION

Ms. Patricia H. James, 386-481-2957

Assistant Vice President/Director of Alumni Relations

Ms. Jacqueline Mongal, 386-481-2970

President, National Alumni Association

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* * *

PATEL, KIRIT, Associate Vice President for Auxiliary Enterprises; B.Com, Maharaja Sayajirao, University of Baroda, India; MBA, Atlanta University

PETERS, MELISSA, Associate Vice President for Finance and Budget; BS, University of Central Florida; Certified Public Accountant, State of Florida

POWELL, HIRAM, Associate Vice President for Academic Affairs/Professor, Music; BS, Bethune-Cookman College; MFA, University of Florida; PhD, Florida State University

RANGE, SHIRLEY, Associate Vice President for Institutional Advancement; BA & MA, University of Alabama

* * *

JAMES, Patricia H., Assistant Vice President/Director, Alumni Relations; BS, Bethune-Cookman College; MA, Webster University

LEWIS, Sonja, Assistant Vice President for Constituent Relations/Director of Planned & Major Gifts; BS, Bethune-Cookman College

PATEL, Narendra, Assistant Vice President/Director, Institutional Research and Planning; BCom, Maharaja Sayajirao University of Baroda, India; BBA, New York Institute of Technology; MBA, Embry-Riddle Aeronautical University

* * *

***WILSON, Cynthia**, Director of Religious Life and College Chaplain; BA, Dillard University; MSM, Southern Methodist University

THOMAS, Annie, College Registrar; BS, Bethune-Cookman College

FERRIER, Les, Director of Admissions; BS, Virginia Polytechnic Institute and State University

COLEMAN, Joseph, Director of Financial Aid; BS, Florida State University

SCHOOL DEANS

BROOKS, James, (1996) Dean, School of Arts and Humanities/Assistant Professor of Religion and Philosophy; BA, Morris Harvey College; MDiv, Howard University; PhD, University of Denver

DIXON, Alma Yearwood, (1994) Dean, School of Nursing/Professor of Nursing; BA Fordham University; MPH, Hunter College of the City University of New York; MS, Pace University, Lienhard School of Nursing; EdD, Columbia University

JOHNSON, Carol, (2006) Dean, School of Education/Associate Professor, Education; BA, University of South Carolina-Coastal Carolina; M Ed, Francis Marion University; PhD, University of South Carolina

LONG, Aubrey Earl, (1988) Dean, School of Business/Professor of Business; BS, Lane College; MS, University of Tennessee; PhD, Ohio State University

McCULLOCH, Anne M., (2006) Dean, School of Graduate and Professional Studies/Professor, Social Sciences; BA, College of Charleston (South Carolina); DA, Idaho State University

MOOTRY, Jr., Russell, (1977) Dean, School of Social Sciences/Professor of Social Sciences; BA, Bethune-Cookman College; MSW, Barry University; DSW, Howard University

THOMPSON, Herbert, (1985) Dean, School of Science, Engineering, and Mathematics/Professor of Biology; BS, Bethune-Cookman College; MS & PhD, Atlanta University

THOMPSON, Michelle, (2000) Dean, Freshman College/Assistant Professor of English; BS, Bethune-Cookman College; MA, Nova Southeastern University; PhD, University of Florida

FULL-TIME FACULTY

This list reflects changes received through June 2006.

AKINLEYE, JOHNSON O., Vice President for Governmental Relations/Professor, Mass Communication; BA & MS, Alabama A&M University; PhD, Howard University

AKINLEYE, Juanita, (2000) Instructor of Nursing, BS, Howard University; MS, Central Michigan University

ALLEN-KELSEY, G. Janice, (2000) Assistant Professor of Sociology/Gerontology; BS, MS, PhD, University of Florida

ASGILL, Edmondson O., (1985) Professor of English; BA Hon. Fourah Bay College, University of Durham; Postgraduate Diploma in Education, University of Sierra Leon; MA, Institute of African Studies, University of Ghana; PhD, University of South Florida

ASHBY, Warren D., (1991) Assistant Professor of Modern Languages-English, French, German and Spanish; AB, MA, George Washington University; PhD, University of Miami

- BANISAKHER, Mubarak**, (2005) Instructor of Computer Science; BS, Bethune-Cookman College; BS, University of Technology (Iraq); Diploma of Specialist, Tajik State Pedagogical University; MS, Nova Southeastern University
- BARTLEY, Sandra**, (2004) Instructor of Nursing; BS, Pace University; Master of Public Administration, Long Island University
- BETHELMY, David**, (2004) Assistant Professor of Computer Science; BA & MA, Brooklyn College; ABD, The Graduate School and University Center (City University of New York)
- BLAKE, Esq., Weldon Morrison**, (1989) Assistant Professor of Business Administration; BS, JD, Howard University; ABD, Union Institute University
- BOSTICK, Christine**, (2000) Instructor of Reading and English; BA & MA, University of Central Florida
- BROOKS, James**, (1996) Dean, School of Arts and Humanities/Assistant Professor of Religion and Philosophy; BA, Morris Harvey College; MDiv, Howard University; PhD, University of Denver
- BROWN, Hubert, Jr.**, (2005) Assistant Professor, Mathematics; BS & M Ed (2), Florida A&M University; Education Specialist, Nova Southeastern University; Doctor of Religious Education, Jacksonville Baptist Theological Seminary
- BROWN, Ritchie**, (1980 & 1984) Instructor/Coordinator of Freshman Seminar; BS, Florida State University; MS, Florida A & M University
- BUCKELEW, Richard**, (1999) Assistant Professor and Department Head for History and Social Science; BA, History and Social Studies, University of Arkansas at Monticello; PhD, University of Arkansas
- BURNEY, Jr., Earl A.**, (1993) Assistant Professor of Business Education/Business Leadership; Computer Laboratory Facilitator; BS, Grambling State University; MA, Atlanta University; ABD, Barry University
- BURROUGHS, Mary S.**, (2001) Instructor of Nursing; BS Nursing, University of Central Florida; MS, Florida Institute of Technology
- BUTLER-HOPE, Lorine**, (1991) Instructor of Criminal Justice; BS, Bethune-Cookman College; MS, Central Missouri State University
- +CAMPBELL, Joseph**, (1977) Instructor & Reference Librarian; BA, Bethune-Cookman College; MLS, North Carolina Central University
- CARLSON, Keith A.** (2003) Instructor of Mathematics; BA (2), University of Missouri; MS, University of Illinois at Urbana-Champaign
- CHAVEZ-SALEH, Ambar**, (2005) Instructor of Modern Languages (Spanish); MA, University of Salamanca (Spain); MA, Leslie College
- CLAYTON, Dennis**, (1975) Professor of Mathematics/Computer Science; BA, PhD, University of Utah
- CORLEY, Alette W.**, (2003) Instructor of English/Director of Writing Center; BA, Washington & Jefferson College; MAT, University of Pittsburgh.
- CORLISS, Mary Bennett**, (1989) Instructor of English; BA, Florida State University, MA, Stetson University

- CURTIS, Connie**, (1986) Assistant Professor of Modern Languages - Spanish; BA, MA, Purdue University; PhD, University of Florida
- DANIELS-DAY, Lorraine**, (1998) Dean, School of Education (1998-2006)/Associate Professor of Education; BS, Bethune-Cookman College; MEd & EdD, University of Florida
- DAVID, Sunil Kumar**, (1993) Associate Professor of Physics; BSc, Vikram University, India; MSc, University of Bombay, India; MSc, University of Indore, India; PhD, University of Poona, India
- DAVID, Valentina**, (1996) Associate Professor; BS, University of Indore, India; BS, MS, PhD, University of Poona, India
- DIXON, Alma Yearwood**, (1994) Dean, School of Nursing/Associate Professor of Nursing; BA Fordham University; MPH, Hunter College of the City University of New York; MS, Pace University, Lienhard School of Nursing; EdD, Columbia University
- DOBBINS, Dorothy**, (1970 & 1989) Instructor of English and Reading; AB, Guilford College; MA, University of North Carolina
- DOUGLASS, Jr., John**, (1979) Assistant Professor of Mathematics; AB, Miles College; MS, Atlanta University
- DUNCAN, Margaret**, (1980) Professor of English; BA, MA, PhD, Howard University
- EKANAYAKE, Ekanayake M.** (2002) Assistant Professor, Business Administration/Economics; M Phil., University of Peradeniya; M Sc, University of the West Indies; MA & Ph.D., Florida International University
- EKPO, Efremfron Frank**, (1993) Professor of Physics; BS, University of Lagos, Nigeria; MS, Virginia State University at Petersburg; PhD, Howard University
- EULES, Susanne B.**, (2001) Assistant Professor, Modern Languages (German); Ph.D. University of Freiburg
- FAUSTI, Lawrence J.**, (1989) Associate Professor of Reading; BS, University of Miami, FL; MA, EdSp, and EdD., University of New Mexico
- FEINSON, Carla**, (2001) Assistant Professor of Accounting; BA, New York University; MBA, Pace University; CPA, State of New York
- FENNELLY, Lois**, (1967) Dean, School of General Studies (1990-2006)/Professor of Reading/English; BA, Queens College, City University of New York; MA, Arizona State University; PhD, University of Miami
- FINK, Calvin**, (2004) Instructor of Accounting; BBA, University of North Florida; MBA, University of North Florida
- FORBES, Renee**, (2005) Assistant Professor of Business Administration; BS, Tennessee State University; MBA, Atlanta University; DBA, Argosy University
- FORD, Jeannette Filomena**, (2001) Assistant Professor of History; BA, State University of New York, Brockport, NY; MA, State University of New York at Stony Brook; Ed.D. University of Central Florida
- FORDHAM, Jr., Walter M.**, (1979) Professor of Physical Education; BS, Benedict College; MS, Indiana University; PhD, Florida State University

- FRAZIER, Darryl**, (2005) Director of Advisement/Instructor; BS, Florida A&M University; MA, Florida State University; EdD, Nova Southeastern University
- FRECKLETON, Deborah**, (1995) Assistant Professor of Reading, BA, City College, CUNY; MPA, New York University; MS, Adelphi University; EdD, Nova Southeastern University
- FULLER, Joan**, (2004) Instructor of Mass Communications; BS (2), Southern Illinois University; MA, University of Illinois
- GLEASON, Robyn**, (2006) Assistant Professor of Nursing; BSN, Florida Southern College; MSN & HPH, University of Florida
- GLICK, Robert C.**, (1995) Assistant Professor of Mathematics; BS, Auburn University; MAT, Jacksonville University; Ed.S., University of Florida
- GREEN, Lewis J.**, (1979 & 1991) Instructor of Art & Humanities/Gallery Director; BA, Bethune-Cookman College; BAA, MEd, University of Florida; MA, University of Central Florida
- GREEN, Terry J.**, (1986) Associate Professor of Chemistry; BS, South Carolina State College; MS, PhD, Atlanta University
- GUIDA, Leonard**, (1991) Instructor of English; BA, Montclair State University; MA, Louisiana State University
- GURUVADOO, Eranna**, (1988) Assistant Professor of Computer Science; BS, MBA, Embry-Riddle Aeronautical University; MS, University of Central Florida
- HALKIDES, Mihalīs**, (2001) Assistant Professor of Management; BS, MA, MS, MBA & PhD, Florida State University
- HANFORD, Maredy**, (2002) Instructor of Modern Languages (Spanish); BA & MA, University of South Florida
- HARRISON, William**, (1978 & 1988) Assistant Professor of Criminal Justice; BA, University of South Florida; MSCJ, Rollins College
- HAYNES, Kimberly**, (2005) Assistant Professor of Music (Voice); BA, Duke University; MM & DMA, University of Michigan
- HENSON-GOVERNOR, Deborah M.**, (2001) Assistant Professor of Education & Director of the Continuing Education Program; BS, Bethune-Cookman College; MA Ed & EdD, Ball State University
- HUTCHESON, Stephanie Troutman**, (2005) Instructor of Reading; BA (2), University of Central Florida; M Ed, Stetson University
- JACKSON, Leonard**, (2003) Instructor of Hospitality Management; BA, Ryerson University; MBA, University of Guelph
- JACKSON, Raphael**, (2005) Assistant Professor of History; BA & MA, State University of New York at Albany; ABD, Howard University
- JOHN, Julius R.**, (2003) Assistant Professor of Speech and Theatre/Director of Theatre; BA, Elon College; MFA, Western Illinois University
- JOHN, Mike C.**, (1983) Professor of Biology; BS, MS & PhD, Howard University

- JOHNSON, Carol**, (2006) Dean, School of Education/Associate Professor, Education; BA, University of South Carolina-Coastal Carolina; M Ed, Francis Marion University; PhD, University of South Carolina
- JOHNSON, Lloyd Cyril**, (1961) Assistant Professor of Physical Education; BS, Bethune-Cookman College; MS, Indiana University
- JOHNSON, Winifred Marie**, (1989) Assistant Professor of History; BA, Wellesley College; MA, PhD, Howard University
- JONES, Deborah**, (2005) Assistant Professor of Mathematics; BA, Asbury College; PhD, Florida State University
- KASHIF, Annette** (2002) BA, University of Florida; MA, Atlanta University; PhD, Howard University
- KRUEGER, Betsy Charles**, (2004) BS, Indiana University; MS, Georgia State University; EdD, Northern Illinois University
- KUO, Wu-Nan**, (1974) Professor of Chemistry; BS, Tunghai University, Taiwan; PhD, University of Oklahoma
- LEDGERWOOD, John**, (2003) Visiting Professor/Lecturer, Business Administration; Higher National Diploma, University of Northumbria, (England); MS, University of Central Florida, CPA State of Florida
- *LESTER, Carla Yvette**, (1996) Instructor of Speech Communication/Theater; BA & MA, University of North Carolina
- LEWIS, Melvin**, (1997) Instructor of Woodwinds; BA, Bethune-Cookman College; MM, Florida State University
- LINDBERG, Jr., Kenneth Allen**, (1990) Associate Professor of Biology; BA, University of Massachusetts at Amherst; PhD, University of Pittsburgh
- LINDSEY, WILLIAM**, Vice President for Academic Affairs/Professor, Arts and Humanities; BA, Loyola University, New Orleans; MA, Tulane University; MA & PhD, University of St. Michael's College, Toronto School of Theology
- LONG, Aubrey Earl**, (1988) Dean, School of Business/Professor of Business; BS, Lane College; MS, University of Tennessee; PhD, Ohio State University
- LONG, Cheryl D. Grimes**, (1989) Assistant Professor & Area Coordinator for International Studies; BA, Southern University; MPA, Trinity University
- LONG, Nancy Ann Z.**, (1992) Associate Professor of English; BA, Ohio Dominican College; MA and EdD, University of Central Florida
- +LUCAS-YOUMANS, Tasha**, (2005) Bibliographic Instruction & Reference Librarian/Instructor; BA & MLIS, The University of Souther Mississippi
- LOVE, Patricia**, (2006) Instructor of Nursing; BSN, University of Florida; MSN, University of Tampa
- McCOY, Dorcas**, (2004) Assistant Professor of International Studies/Political Science; BS & MS, Florida A&M University; PhD, Washington State University
- McCULLOCH, Anne M.**, (2006) Dean, School of Graduate and Professional Studies/Professor, Social Sciences; BA, College of Charleston (South Carolina); DA, Idaho State University

- McFADDEN, CLAUDETTE**, (1990) Vice President for Student Affairs/Professor, Speech Communication; BA, Morgan State College; MA & PhD, Ohio State University
- McKENZIE, Paula**, (2004) Assistant Professor of Speech Communication & Theatre Arts; BA, University of West Florida; MS, Murray State University; PhD, Howard University.
- MAHY, Yvonne C.**, (1983) Professor of Psychology; BA, Victoria University of Manchester, England; MA, University of West Indies; PhD, University of Florida
- MALIK, Zafar I.**, (1991) Assistant Professor of Mathematics; BS, University of Karachi, India; MA, University of California at Los Angeles; PhD, University of Southern California
- MANZUETA, Camesha S.C. Whittaker**, (2003) Instructor of Mass Communication; BA, Bethune-Cookman College; MA, American University
- MARKETTE, Gloria H.**, (1990) Assistant Professor of Reading; BA, University of Connecticut; MEd, Arizona State University; EdD, University of Central Florida
- MARTINEZ, Antonio**, (2006) Instructor of Mathematics; BS, Inter-American University of Puerto Rico; MS, Nova Southeastern University
- MATTHEWS, Donna**, (2005) Instructor of Mathematics; BS, Methodist College; M Ed, Campbell University
- MEHEUX, Sybil A.**, (1992) Instructor of Reading; Associate Degree, Bethlehem Teachers Training College, Jamaica; BA, University of West Indies, Jamaica; MS Ed Queens College NY
- MILLER, Daniel Robert**, (1998) Assistant Professor of Criminal Justice; BA, St. John's University, Jamaica; MA, Goddard College; PhD, Walden University
- MOOTRY, Jr., Russell**, (1977) Dean, School of Social Sciences/Professor of Social Sciences; BA, Bethune-Cookman College; MSW, Barry University; DSW, Howard University
- MOULTRIE, Errol**, (2004) Associate Professor of Psychology; BA (2) & MS, State University of New York; PhD, University of Wisconsin
- NEWCOMB, Chris**, (2004) Assistant Professor of Religion & Philosophy; BA, University of Washington; BD, Baptist Theological Seminary (Switzerland); PhD, Florida State University
- NICHOLSON, Theodore R.**, (1967) Dean, School of Science, Engineering, and Mathematics (1983-2006), Professor of Mathematics; BS, Claflin College; MS, Atlanta University; PhD, University of Illinois
- NKI, Joyce**, (2001) Assistant Professor of Religion & Philosophy; BD, St. Paul's United Theological College; MT, Emory University; PhD, Florida State University
- NUVIADENU, Kekelik**, (2004) Assistant Professor, Speech Communication; BA, Univ. of Cape Coast, Ghana; MA, Brigham Young University; PhD, Howard University
- OBENG, Morrison**, (1996) Associate Professor of Computer Science and Engineering; BS & MS, Utah State University; PhD, Florida Atlantic University
- OBLETON, Nettie L**, (2001) Assistant Professor of Psychology; BS, Tuskegee Institute; MS, California State University-Hayward; PhD, Arizona State University

- *OKOYE, Chiazam Ugo**, (1997) Associate Professor of Political Science; BBA, University of Central Oklahoma; MPA, Texas Southern University; PhD, Howard University
- OLI, Sampson**, (1985) Professor of Criminal Justice; LLB, University of Nigeria; BL, Nigeria Law School; MA, John Jay College of Criminal Justice; MA, State University of New York; MPH, City University of New York; PhD, John Jay College of Criminal Justice
- OREY, Pedro D.**, (1986) Instructor of Music/Assistant Band Director; BME, Mississippi Valley State University; MA, Eastern Illinois University
- OTURU, Sampson A.**, (1979) Assistant Professor of Accounting; BS, Embry-Riddle Aeronautical University; MPA, Atlanta University
- PARISSI, Lewis**, (2004) Instructor of Physical Education; BS, Plymouth State College; MS, Nova Southeastern University
- PARKER, Carolyn**, (2005) Instructor of English; BA, Bethune-Cookman College; MS, Nova Southeastern University
- PARTINGTON, Lori**, (2005) Instructor of English; BA, Flagler College, MA, University of Central Florida
- PATEL, Ranjna K.**, (1976) Professor of Business Administration; Bcom, Mcom, MS, University of Baroda, India; DBA, Kent State University
- PAYTON, Ian E.**, (1991) Associate Professor of Psychology; BS, State University of New York at Plattsburg; MEd, University of Rochester; EdD, University of North Colorado
- PENDLETON, E. Richard**, (2006) Instructor of Physical Education; BS, Mars Hill College; MA, Belford University
- PENNINO, Mary**, (2004) Instructor of English; BA, Univ. of South Dakota; MA, University of South Dakota
- PIETY-NOWELL, Sharon**, (2002) Assistant Professor of Exceptional Student Education; BS, Middle Tennessee State College; MA, George Peabody College for Teachers; EdD, Columbia University
- POITIER, James**, (1981) Associate Director of Bands/Instructor of Music; BA, Bethune-Cookman College; MS, Nova Southeastern University
- POLK, Sylvester**, (2002) Instructor of Music Technology; BS, Florida A&M University & MEd, University of Central Florida
- POORANDI, Masood**, (1983) Associate Professor of Computer Science and Mathematics/ Director, Honors Program; BS, Bethune-Cookman College; MS, University of Central Florida; PhD, Nova Southeastern University
- PORTER, Karen F. Nails**, (1997 & 1987) Instructor of Reading; BA, Morris Brown College; MA, Atlanta University
- POSTELL-WALDEN, Lawanda**, (2003); Instructor of Elementary Education/Exceptional Student Education; BS, Bethune-Cookman College; MS, Nova Southeastern University
- POWELL, Hiram C.**, (1980) Professor of Music; BS, Bethune-Cookman College; MFA, University of Florida; PhD & Certificate in Computers and Electrical Music, Florida State University
- RAHMANI, Munir Ahmad**, (1976) Professor of Biology; BS, MS, Punjab University, Pakistan; PhD, Howard University

- RANCE, Robin**, (2004) Assistant Professor of International Business/Finance; MBA, Kent State University; DBA, Nova Southeastern University
- RAO, Narsing G.**, (1974) Professor of Physics; BS, MS, Osmania University, India; PhD, Louisiana State University
- RAY, Vivian M.**, (2004) Instructor of Hospitality Management (Food & Beverage); BS Alcorn State University; MS, North Carolina A&T State University
- RAYAM (Jr.), Curtis**, (1997) Lecturer of Music; BM, University of Miami
- RICHARDSON, Thomas, O.**, (1976) Professor of Chemistry; BS, Benedict College; PhD, Howard University
- RINGER, Marinelle G.**, (2006) Executive Director, Title III/Grants Manager/Associate Professor, Arts and Humanities; BA, Rhodes College; MA, University of Windsor (Ontario, Canada); PhD, Oklahoma State University
- RIOS, Eunice B.**, (2004) Instructor of Nursing; BS, St. Joseph College; MS, Andrews University
- *ROBINSON-OTURU, Gail M.**, (1984) Professor of Music - Voice, Director of Opera Workshop; BMed, MMed, Howard University; PhD, New York University
- ROPER, Thomas**, (1998) Instructor of Mathematics; BS, University of New Brunswick, Canada; MS, University of Central Florida
- +SALVO, Angelo J.**, (2003) Circulation Librarian/Instructor; BA (2), Albright College; MA & MS, Simmons College
- SANDERS, Beverly J.**, (1979) Assistant Professor of Elementary Education; BA, Washington State University; MA, Mercer University, Macon, Georgia
- SCHAFER, STEPHEN**, Vice President for Institutional Advancement/Professor, Religion & Philosophy; BA, Loyola University, New Orleans; MA and PhD, University of St. Michael's College, Toronto School of Theology
- SCOLA, Linda**, (2002) Assistant Professor, Sociology; BS, Florida Southern College; MA & PhD, University of Florida
- SCOTT, Kimberly**, (2004) Instructor of Psychology; BA, MS, Stetson University; EdD, Americus University
- SEN, Shukdeb**, (1977) Professor of Biology; BS, City College, Calcutta University, India; MS & PhD, Atlanta University
- SEN, Sulakshana**, (1999) Assistant Professor of Business Administration; BS, MA & MEd, Utkal University, Orissa, India; MS & PhD, University of Central Florida
- SESSION, Willie M.**, (1989) Assistant Professor of Nursing; BS, Bethune-Cookman College; BS, MS, University of Florida
- SHACKELFORD, RAY A.**, Vice President for Retention/Associate Professor; BS, Florida A&M University; MPH, University of Alabama at Birmingham; PhD, Florida State University
- SHANBHAG, Pandurang M.**, (1983) Professor of Chemistry; BS, MS, University of Bombay, India; MS, PhD, Florida State University

- SHOOK, Michael**, (2001) Associate Professor, Clinical Laboratory Science; BS & MS, University of Hawaii; DA, Catholic University of America
- +SMITH, Mary Alice**, (1972) Professor of Psychology; Director of Student Support Services; BS, Bethune-Cookman College; MEd, University of Pittsburgh; EdD, Indiana University
- SMITH, Michael O.**, (1995) Instructor of Mathematics; BS, Fairfield University, Conn; MS, Michigan State University
- STEELE, Rebecca Walker**, (1976) Professor of Music; Director of College Concert Chorale/Director of Cultural Affairs Program; BA, Alabama State University; MA, Columbia University; PhD, Florida State University
- THOMPSON, Herbert**, (1985) Dean, School of Science, Engineering, and Mathematics/Professor of Biology; BS, Bethune-Cookman College; MS & PhD, Atlanta University
- +THOMPSON, Joan C.**, (1974) Assistant Professor of Education; BA, Bethune-Cookman College; MA, EdS, Atlanta University
- THOMPSON, Michelle**, (2000) Dean, Freshman College/Assistant Professor of English; BS, Bethune-Cookman College; MA, Nova Southeastern University; PhD, University of Florida
- THOMPSON, Shirley**, (1997) Instructor of Medical/Surgical Nursing; AS, Seminole Community College; Certificate in Case Management, The Learning Tree University; MS & Certificate in Gerontology, Georgia State University
- THORHALLSSON, Maryann**, (2004) Assistant Professor of Nursing; BA, City University of New York; MS, University of Florida; PhD, Union Institute
- TINSLEY, Josef**, (2006) Instructor of Physical Education; BS, University of North Alabama; MEd, Valdosta State University
- TOMINAGA, Thomas**, (2005) Assistant Professor of Religion & Philosophy; BA, San Francisco State University; MA, Fisk University; PhD, Georgetown University
- UHAKHEME, A. Smart**, (1989) Associate Professor of Political Science; BA, Union University; MA, Texas A & I University; PhD, Atlanta University
- UKAWUILULU, John O.**, (1993) Associate Professor of Sociology and Gerontology/Director of the Gerontology Center; BA, MA & PhD, Howard University
- WAKEFIELD, Edward W.**, (1995) Assistant Professor of Mathematics; BS and MS, Edinboro University; PA, (ABD) University of Pittsburgh
- WALKER, Sharon**, (2005) Instructor of Physical Education; BS & MEd, Delta State University
- WALLENBERG, Williams B.**, (1997) Instructor of Modern Languages; Bachelor of Public Law & Master of Public Law, University of Bordeaux-I; Master of Francophone Literature, University of Bordeaux-III; PhD, Florida State University
- WALROND, Helena Mariella-**, (1997) Assistant Professor of Education and Co-Department Head of Elementary Education; BA, University of North Carolina; MA, Wake Forest University; PhD, University of South Carolina
- WANJOHI, Elsie Wairimu**, (1996) Associate Professor of Mass Communications/Journalism; BS, MS, EdD, Oklahoma State University

WARD, Doris, (2004) Assistant Professor of Biology; BS, Rust College; PhD, Atlanta University

WARRINGTON, Paula, (2005) Instructor of Nursing; BSN, California State University at Fullerton; MSN, University of Phoenix

WELLS, Donovan, (1997) Director of Bands & Instructor of Music; BA, Bethune-Cookman College; MM, Norfolk State University

WHITE, Jontoinette, (2000) Instructor of English and Reading; BS, Bethune-Cookman College; MA, University of Central Florida

WOOD, Alice, (2000) Assistant Professor, Religion & Philosophy; BA, MA & PhD, Rice University

WU, Xiaohe, (2004) Assistant Professor of Engineering; BS, Petroleum University (Dongying, China); MS, Southeast University (Nanjing, China); PhD, University of Central Florida

ZURSTADT, William (2000) Instructor of History; AB & MS, Indiana University; BS, University of Southern Indiana

Legend:

*On Leave

+NonTeaching Faculty

++Part-time Teaching Faculty/Full-time Staff

()Dates of B-CC appointments and reappointment

IMMEDIATE PAST PRESIDENT

BRONSON, Oswald P., Sr., (1975-2004) College President; BS, Bethune-Cookman College; BD, Gammon Theological Seminary; PhD, Northwestern University

PROFESSORS EMERITI

CASKEY, Charles F., (1973-2000) Professor Emeritus, BS, MS, Utah State University; BS, Weber State College, Utah; PhD, University of Utah

COPELAND, Richard F., (1971) Professor of Chemistry; BS, MS & PhD, Texas A&M University; MS, University of Central Florida

HIGGINS, Cleo S., (1945-56 & 1970-88) Distinguished Professor Emerita; BA, LeMoyne-Owen College; PhM, PhD, University of Wisconsin at Madison

MILLER, Jake C., (1959-64, 1976-93) Professor Emeritus; BS, Bethune-Cookman College; MA, University of Illinois; PhD, University of North Carolina at Chapel Hill

PART-TIME FACULTY (as of Spring Semester 2006)

Carmona, Jose
Gaspar, John
Henderson, Wallace
Ingram, Rev. Claude
Jackson, Deloris

Jones, Dr. Stephen
LaCasse, Dana
McConner, Dr. Sadie
Mahannah, Sharan
Porter, Marsha

Robinson, Dr. Irving
Robinson, Stephen
Salib, Galila
Volante, Dr. Karen

STAFF DEPARTMENTS/OFFICES

ACADEMIC ADVISEMENT CENTER

Dr. Darryl Frazier, Director

ACCOUNTS PAYABLE

Lillie Wiggins, Director

ADMISSIONS

Mr. Les Ferrier, Director

ALUMNI AFFAIRS

Ms. Patricia James, Assistant Vice President/Director of Alumni Relations

ATHLETICS DEPARTMENT

Mr. Lynn W. Thompson, Athletics Director

Mr. Jack "Cy" McClairen, Associate Athletic Director

Mr. Darryl Hills, Assistant Athletic Director of Compliance

Ms. Sandra Booker, Asst. Athletic Director of Student Support Services/SWA

Dr. Scott Sloan, Academic Coordinator for Athletics

Ms. Clara Acker, Athletics Director's Secretary

Mrs. Karen Zahnen, Athletics Department Secretary

Mr. Bryan Harvey, Sports Information Director

Mr. Brian Jansen, Head Trainer

Mr. Britt Patton, Strength and Coordinating Coach

Mr. Alvin Wyatt, Jr., Facilities Coordinator

Mr. Alvin Wyatt, Sr., Head Football Coach

Mr. Clifford Reed, Head Men's Basketball Coach

Mr. Francis Simmons, Head Women's Basketball Coach

Mr. Mervyl Melendez, Head Baseball Coach

Mr. Willie Brown, Interim Head Softball Coach

Mrs. Shelia Jackson, Cheerleaders' Coach

Dr. Preston Gary Freeman, Head Men & Women Golf Coach

Mr. Christopher Trey Bogue, Head Men & Women Tennis Coach

Ms. Vanessa Cogswell, Head Women's Volleyball Coach

Mr. Jerry Norris, Head Women's Bowling Coach

BOOKSTORE

Mr. Joe Dowdell, Manager

CAREER SERVICES

Ms. Davita Bonner, Director

FACULTY DEVELOPMENT

Dr. Deborah Freckleton, Director

FINANCIAL AID

Mr. Joseph Coleman, Director

HEALTH SERVICES

Ms. Kris Humphrey, Director

HUMAN RESOURCES

Ms. Cathy Washington, Director

INFORMATION TECHNOLOGY

Mr. Franklin Patterson, Chief Information Officer

INSTITUTIONAL EFFECTIVENESS

Dr. Yvonne Mahy, Director

INSTITUTIONAL RESEARCH & PLANNING

Mr. Narendra Patel, Assistant Vice President/Director

LIBRARY/LEARNING RESOURCE CENTER

Mrs. Tasha Lucas-Youmans, Interim Director

OFFICE OF THE REGISTRAR

Mrs. Annie Thomas, Registrar

PHOTOGRAPHY

Mr. John Reeves

PHYSICAL PLANT

Mr. Ervin Ross, Director

PUBLIC RELATIONS

Ms. Shirley Range, Associate Vice President for College Advancement

RESIDENTIAL LIFE/HOUSING

Mr. Gregory Smith, Dean of Men

Ms. Robin McClairen, Dean of Women

SPONSORED PROGRAMS

Dr. Marinelle G. Ringer, Director

STUDENT ACCOUNTS

Sandra B. Brown, Supervisor

STUDENT OMBUDSPERSON

Mrs. Cynthia Hawkins

STUDENT SUPPORT SERVICES

Dr. Mary A. Smith, Director

Mrs. Mattie Murphy, Counselor

TALENT SEARCH

Mr. Fernando Lecuona, Director

TESTING OFFICE

Mr. James Lai, Interim Director

TRANSPORTATION

Mr. Raymond Carswell, Director

APPENDIX A

INSTITUTIONAL EFFECTIVENESS TEAM MEETINGS

3:00 p.m. Every Thursday, except holidays

**Location: Faculty Development Center - 675 Trails End
Conference Room**

2006-07

Thursday, Aug. 03, 2006
Thursday, Aug. 10, 2006
Thursday, Aug. 17, 2006
Thursday, Aug. 24, 2006
Thursday, Aug. 31, 2006
Thursday, Sept. 07, 2006
Thursday, Sept. 14, 2006
Thursday, Sept. 21, 2006
Thursday, Sept. 28, 2006
Thursday, Oct. 05, 2006
Thursday, Oct. 12, 2006
Thursday, Oct. 19, 2006
Thursday, Oct. 26, 2006
Thursday, Nov. 02, 2006
Thursday, Nov. 09, 2006
Thursday, Nov. 16, 2006
Thursday, Nov. 23, 2006
Thursday, Nov. 30, 2006
Thursday, Dec. 07, 2006
Thursday, Dec. 14, 2006
Thursday, Jan. 04, 2007
Thursday, Jan. 11, 2007
Thursday, Jan. 18, 2007
Thursday, Jan. 25, 2007
Thursday, Feb. 01, 2007
Thursday, Feb. 08, 2007
Thursday, Feb. 15, 2007
Thursday, Feb. 22, 2007
Thursday, Mar. 01, 2007
Thursday, Mar. 15, 2007
Thursday, Mar. 22, 2007
Thursday, Mar. 29, 2007
Thursday, Apr. 05, 2007
Thursday, Apr. 12, 2007
Thursday, Apr. 19, 2007
Thursday, Apr. 26, 2007
Thursday, May 03, 2007
Thursday, May 10, 2007

2007-08

Thursday, Aug. 02, 2007
Thursday, Aug. 09, 2007
Thursday, Aug. 16, 2007
Thursday, Aug. 23, 2007
Thursday, Aug. 30, 2007
Thursday, Sept. 06, 2007
Thursday, Sept. 13, 2007
Thursday, Sept. 20, 2007
Thursday, Sept. 27, 2007
Thursday, Oct. 04, 2007
Thursday, Oct. 11, 2007
Thursday, Oct. 18, 2007
Thursday, Oct. 25, 2007
Thursday, Nov. 01, 2007
Thursday, Nov. 08, 2007
Thursday, Nov. 15, 2007
Thursday, Nov. 29, 2007
Thursday, Dec. 06, 2007
Thursday, Dec. 13, 2007
Thursday, Jan. 03, 2008
Thursday, Jan. 10, 2008
Thursday, Jan. 17, 2008
Thursday, Jan. 24, 2008
Thursday, Jan. 31, 2008
Thursday, Feb. 07, 2008
Thursday, Feb. 14, 2008
Thursday, Feb. 21, 2008
Thursday, Feb. 28, 2008
Thursday, Mar. 13, 2008
Thursday, Mar. 20, 2008
Thursday, Mar. 27, 2008
Thursday, Apr. 03, 2008
Thursday, Apr. 10, 2008
Thursday, Apr. 17, 2008
Thursday, Apr. 24, 2008
Thursday, May 01, 2008
Thursday, May 08, 2008
Thursday, May 15, 2008

2008-09

Thursday, Aug. 07, 2008
Thursday, Aug. 14, 2008
Thursday, Aug. 21, 2008
Thursday, Aug. 28, 2008
Thursday, Sept. 04, 2008
Thursday, Sept. 11, 2008
Thursday, Sept. 18, 2008
Thursday, Sept. 25, 2008
Thursday, Oct. 02, 2008
Thursday, Oct. 09, 2008
Thursday, Oct. 16, 2008
Thursday, Oct. 23, 2008
Thursday, Oct. 30, 2008
Thursday, Nov. 06, 2008
Thursday, Nov. 13, 2008
Thursday, Nov. 20, 2008
Thursday, Nov. 27, 2008
Thursday, Dec. 04, 2008
Thursday, Dec. 11, 2008
Thursday, Dec. 18, 2008
Thursday, Dec. 25, 2008

Thursday, May 17, 2007	Thursday, May 22, 2008
Thursday, May 24, 2007	Thursday, May 29, 2008
Thursday, May 31, 2007	Thursday, June 05, 2008
Thursday, June 07, 2007	Thursday, June 12, 2008
Thursday, June 14, 2007	Thursday, June 19, 2008
Thursday, June 21, 2007	Thursday, June 26, 2008
Thursday, June 28, 2007	Thursday, July 03, 2008
Thursday, July 05, 2007	Thursday, July 10, 2008
Thursday, July 12, 2007	Thursday, July 17, 2008
Thursday, July 19, 2007	Thursday, July 24, 2008
Thursday, July 26, 2007	Thursday, July 31, 2008

ATHLETIC COMMITTEE MEETINGS

10:20 a.m. Every fourth Wednesday

**Location: Faculty Development Center - 675 Trails End
Conference Room**

2006-07	2007-08	2008-09
Wednesday, Aug. 09, 2006	Wednesday, Aug. 08, 2007	Wednesday, Aug. 06, 2008
Wednesday, Sept. 06, 2006	Wednesday, Sept. 05, 2007	Wednesday, Sept. 03, 2008
Wednesday, Oct. 04, 2006	Wednesday, Oct. 03, 2007	Wednesday, Oct. 01, 2008
Wednesday, Nov. 01, 2006	Wednesday, Oct. 31, 2007	Wednesday, Oct. 29, 2008
Wednesday, Nov. 29, 2006	Wednesday, Nov. 28, 2007	Wednesday, Nov. 26, 2008
Wednesday, Jan. 24, 2007	Wednesday, Jan. 23, 2008	
Wednesday, Feb. 21, 2007	Wednesday, Feb. 20, 2008	
Wednesday, Mar. 21, 2007	Wednesday, Mar. 19, 2008	
Wednesday, Apr. 18, 2007	Wednesday, Apr. 16, 2008	
Wednesday, May 16, 2007	Wednesday, May 14, 2008	
Wednesday, June 13, 2007	Wednesday, June 11, 2008	
Wednesday, July 11, 2007	Wednesday, July 09, 2008	

RETENTION COMMITTEE MEETINGS

10:20 a.m. Every fourth Tuesday

**Location: Faculty Development Center - 675 Trails End
Conference Room**

2006-07	2007-08	2008-09
Tuesday, Aug. 15, 2006	Tuesday, Aug. 14, 2007	Tuesday, Aug. 12, 2008
Tuesday, Sept. 12, 2006	Tuesday, Sept. 11, 2007	Tuesday, Sept. 09, 2008
Tuesday, Oct. 10, 2006	Tuesday, Oct. 09, 2007	Tuesday, Oct. 07, 2008
Tuesday, Nov. 07, 2006	Tuesday, Nov. 06, 2007	Tuesday, Nov. 04, 2008
Tuesday, Dec. 05, 2006	Tuesday, Dec. 04, 2007	Tuesday, Dec. 02, 2008
Tuesday, Jan. 02, 2007	Tuesday, Jan. 01, 2008	
Tuesday, Jan. 30, 2007	Tuesday, Jan. 29, 2008	
Tuesday, Feb. 27, 2007	Tuesday, Feb. 26, 2008	

Tuesday, Mar. 27, 2007

Tuesday, Apr. 24, 2007

Tuesday, May 22, 2007

Tuesday, June 19, 2007

Tuesday, July 17, 2007

Tuesday, Mar. 25, 2008

Tuesday, Apr. 22, 2008

Tuesday, May 20, 2008

Tuesday, June 17, 2008

Tuesday, July 15, 2008

APPENDIX B

**BETHUNE-COOKMAN COLLEGE COURSES
WITH CURRICULUM IDENTIFICATION NUMBERS**

CURRICULUM ID#	PREFIX/ CRS	SHORT DESCRIPTION	HOURS	REQ. GRADE
41	ACL/231	Principles of Accounting I Lab		
61	ACL/232	Principles of Accounting II Lab		
40	ACM/231	Prin Acct I for Acct Major	3.00	
60	ACM/232	Prin Acct II for Acct Major	3.00	
40	AC/231	Principles of Accounting I	3.00	
60	AC/232	Principles Of Accounting II	3.00	
80	AC/333	Intermediate Accounting I	3.00	
100	AC/334	Intermediate Accounting II	3.00	
120	AC/335	Intermediate Accounting III	3.00	
140	AC/336	Managerial Accounting	3.00	
160	AC/338	Income Tax I	3.00	
180	AC/439	Income Tax II	3.00	
200	AC/341	Cost Accounting I	3.00	
210	AC/342	Cost Accounting II	3.00	
280	AC/431	Auditing I	3.00	
300	AC/432	Auditing II	3.00	
320	AC/435	Advanced Accounting	3.00	
360	AC/444	Acct Information Systems	3.00	
380	AC/450	Government Accounting	3.00	
420	AC/490	Internships	3.00	
260	AC/411	Seminar in Accounting	3.00	
521	AFL/101	Leadership Lab		
541	AFL/102	Leadership Lab		
561	AFL/201	Leadership Lab		
581	AFL/202	Leadership Lab		
601	AFL/301	Airforce Ldrship & Mgmt Lab		
621	AFL/302	Leadership Lab		
641	AFL/401	National Security Forces Lab		
661	AFL/402	Leadership Lab		
520	AF/101	The Air Force Today	1.00	
540	AF/102	Foundations of the USAF	1.00	
560	AF/201	The Development of Air Power	1.00	
580	AF/202	The Development of Air Power	1.00	
600	AF/301	Airforce Leadership & Mgmt	3.00	
620	AF/302	Air Force Leadership & Mgmt	3.00	
640	AF/401	Nat'l Security Forces in Contemp Am Soc	3.00	
660	AF/402	Preparation for Active Duty	3.00	
740	ART/110	Drawing & Composition I	3.00	

CURRICULUM ID#	PREFIX/ CRS	SHORT DESCRIPTION	HOURS	REQ. GRADE
760	ART/120	Drawing & Composition II	3.00	
780	ART/130	Analysis of Visual Arts	3.00	
680	ART/210	Art History	3.00	
800	ART/211	Principles of Design I	3.00	
820	ART/212	Principles of Design II	3.00	
840	ART/215	Photography I	3.00	
860	ART/216	Photography II	3.00	
700	ART/310	Printmaking	3.00	
880	ART/313	Acrylic Painting I	3.00	
710	ART/314	Acrylic Painting II	3.00	
900	ART/317	Silkscreening I	3.00	
730	ART/318	Silkscreening II	3.00	
720	ART/320	Selected Topics in Art	3.00	
940	ART/410	Art Seminar	3.00	
1240	BAA/490	Internship	3.00	
1320	BAB/490	Internship	6.00	
2	BAB/491	Internship	1.00	
70	BA/130	Intro to Personal Finance	3.00	
220538	BA/133	Business Computer Appl	3.00	
220539	BA/134	Business Information Systems	3.00	
980	BA/231	Macro Economics	3.00	
1000	BA/232	Micro Economics	3.00	
1020	BA/234	Business Law I	3.00	
1100	BA/334	Business Law II	3.00	
1040	BA/236	Statistics I	3.00	
1060	BA/237	Statistics II	3.00	
2320	BA/312	Business Research Methods	3.00	
1160	BA/360	Business Communications	3.00	
1220	BA/411	Seminar in Business	3.00	
4	BA/490	Internship	9.00	
1240	BA/491	Internship	1.00	
1280	BA/492	Internship	2.00	
1320	BA/493	Internship	3.00	
1260	BA/499	Senior Seminar	3.00	
1180	BE/361	Multimedia Communications	3.00	
1560	BE/438	Special Methods in Bus Ed	3.00	
1581	BIL/131	General Biology Lab		
1621	BIL/141	General Biology I Lab	1.00	
1641	BIL/142	General Biology II Lab	1.00	
1581	BIL/150	General Biology Lab-Honors		
1681	BIL/235	Anatomy/Physiology I Lab		
1701	BIL/236	Anatomy/Physiology II Lab		
1721	BIL/241	General Zoology I Lab		
1741	BIL/242	General Zoology II Lab		
1761	BIL/244	Microbiology Lab		

CURRICULUM ID#	PREFIX/ CRS	SHORT DESCRIPTION	HOURS	REQ. GRADE
1821	BIL/331	Botany I Lab		
1841	BIL/332	Botany II Lab		
1861	BIL/335	Human Anatomy/Physiology Lab		
1871	BIL/338	Histology Lab		
1881	BIL/345	Comparative Vertebrate Anatomy		
1901	BIL/346	Vertebrate Embryology Lab		
1961	BIL/430	Molecular Biology Lab		
2001	BIL/436	General Ecology I Lab		
2021	BIL/437	General Ecology II Lab		
2061	BIL/446	Animal Physiology Lab		
2081	BIL/447	Genetics Lab		
2101	BIL/449	General Bacteriology Lab		
2121	BIL/450	Cell Biology Lab		
1580	BI/131	General Biology	3.00	
1620	BI/141	General Biology I	3.00	
1640	BI/142	General Biology II	3.00	
1580	BI/150	General Biology Honors	4.00	
1680	BI/235	Anatomy/Physiology I	4.00	
1700	BI/236	Anatomy/Physiology II	4.00	
1720	BI/241	General Zoology I	4.00	
1740	BI/242	General Zoology II	4.00	
1760	BI/244	Microbiology	4.00	
1780	BI/303	Pathophysiology I	3.00	
1800	BI/304	Pathophysiology II	3.00	
500034	BI/330	Introduction Bio Informatics	3.00	
1820	BI/331	Botany I	3.00	
1840	BI/332	Botany II	3.00	
1860	BI/335	Human Anatomy/Physiology	3.00	
1870	BI/338	Histology	3.00	
1880	BI/345	Comp Vertebrate Anatomy	4.00	
1900	BI/346	Vertebrate Embryology	4.00	
1940	BI/360	Special Methods in Biology	3.00	
1970	BI/410	Topics in Biological Science	3.00	
1980	BI/412	Seminar in Biology	3.00	
1960	BI/430	Molecular Biology	3.00	
2000	BI/436	General Ecology I	4.00	
2020	BI/437	General Ecology II	4.00	
2040	BI/440	Research	3.00	
2060	BI/446	Animal Physiology	4.00	
2080	BI/447	Genetics	4.00	
2100	BI/449	General Bacteriology	4.00	
2120	BI/450	Cell Biology	4.00	
2140	BI/499	Senior Seminar	3.00	
2260	BL/211	Business Leadership I	1.00	
2280	BL/212	Business Leadership II	1.00	

CURRICULUM ID#	PREFIX/ CRS	SHORT DESCRIPTION	HOURS	REQ. GRADE
2300	BL/311	Business Leadership III	1.00	
2421	CHL/141	General Chemistry I Lab	1.00	
2441	CHL/142	General Chemistry II Lab	1.00	
2501	CHL/238	Principles of Research Lab		
2521	CHL/241	Organic Chemistry I Lab		
2541	CHL/242	Organic Chemistry II Lab		
2561	CHL/331	Physical Chemistry I Lab		
2581	CHL/332	Physical Chemistry II Lab		
2601	CHL/345	Quantitative Analysis Lab		
2621	CHL/346	Instrumental Analysis Lab		
2661	CHL/431	Adv Chemistry Laboratory Lab		
2681	CHL/433	Adv Chemistry I Lab		
2671	CHL/434	Adv Chemistry II Lab		
2701	CHL/435	Inorganic Chemistry Lab		
2721	CHL/445	Biochemistry I Lab		
2741	CHL/446	Biochemistry II Lab		
2400	CH/131	Introduction to Chemistry	3.00	
2420	CH/141	General Chemistry I	3.00	
2440	CH/142	General Chemistry II	3.00	
2500	CH/238	Principles of Research	3.00	
2520	CH/241	Organic Chemistry	4.00	
2540	CH/242	Organic Chemistry	4.00	
2560	CH/331	Physical Chemistry I	3.00	
2580	CH/332	Physical Chemistry II	3.00	
2600	CH/345	Quantitative Analysis	4.00	
2620	CH/346	Instrumental Analysis	4.00	
2640	CH/360	Special Methods	3.00	
2660	CH/431	Adv Chemistry Laboratory	3.00	
2680	CH/433	Adv Chemistry I	3.00	
2670	CH/434	Adv Chemistry II	4.00	
2700	CH/435	Inorganic Chemistry	3.00	
2720	CH/445	Biochemistry I	4.00	
2740	CH/446	Biochemistry II	4.00	
2760	CH/491	Individual Research I	3.00	
2780	CH/492	Individual Research II	3.00	
2800	CH/499	Senior Seminar	2.00	
2980	CIS/331	Mgmt Information Systems I	3.00	
2990	CIS/332	Mgmt Information Systems II	3.00	
3000	CIS/390	Cooperative Education	6.00	
3070	CIS/411	Computer Info Systems Sem	1.00	
3020	CIS/431	Systems Analysis	3.00	
3040	CIS/434	Systems Design & Implem	3.00	
3060	CIS/490	Cooperative Education	6.00	
3820	CJA/490	Field Experience	6.00	
3840	CJB/490	Field Experience	9.00	

CURRICULUM ID#	PREFIX/ CRS	SHORT DESCRIPTION	HOURS	REQ. GRADE
3860	CJC/490	Field Experience	12.00	
3880	CJD/490	Field Experience	15.00	
3080	CJ/131	Intro to Criminal Justice	3.00	
3120	CJ/205	Criminal Law	3.00	
3140	CJ/206	Ethics, Crime & Justice	3.00	
3160	CJ/216	Criminal Procedure	3.00	
3180	CJ/230	Intro to Private Security	3.00	
3200	CJ/233	Substance Abuse	3.00	
3240	CJ/305	Crime And The Elderly	3.00	
3260	CJ/310	Deprivation of Liberty	3.00	
3300	CJ/316	Criminal Justice Mgmt	3.00	
3320	CJ/320	Women & the Crim Just Sys	3.00	
3340	CJ/325	Comparative Criminal Justice	3.00	
3360	CJ/327	Corrections	3.00	
3380	CJ/331	Prin of Criminal Invest	3.00	
3400	CJ/332	Security Management	3.00	
3440	CJ/334	Counseling & Interviewing	3.00	
3480	CJ/337	Law Enforcement	3.00	
3500	CJ/351	Community Relations	3.00	
3520	CJ/389	Criminology	3.00	
3540	CJ/406	Probation & Parole	3.00	
3600	CJ/435	Assemt & Treat of Drug Addic	3.00	
3620	CJ/436	Identification Techniques	3.00	
3640	CJ/461	Juvenile Justice	3.00	
3660	CJ/480	Topics in Criminal Justice	3.00	
3700	CJ/492	Research Writing in Crim Just	3.00	
3800	CJ/499	Senior Sem in Crim Just	3.00	
	CLAST	CLAST REQUIREMENT		
26	CLE/200	CLAST Essay Subtest		
10	CLM/200	CLAST Math Subtest		
11	CLR/200	CLAST Reading Subtest		
3	CLST/300	Must Pass 3 Parts		
9	CLW/200	CLAST Writing Subtest		
3961	CSL/230	Computer Programming I Lab	1.00	
3981	CSL/231	Computer Programming II Lab	1.00	
4111	CSL/340	Comp Networks & Comm Lab	1.00	
4261	CSL/437	Digital Circuits Lab		
3900	CS/132	Computer Applications	3.00	
3920	CS/133	Internet Applications	3.00	
3940	CS/135	Introduction to Prog Logic	3.00	
3960	CS/230	Computer Programming I	3.00	
3980	CS/231	Computer Programming II	3.00	
4020	CS/290	Cooperative Education	3.00	
4180	CS/330	Databases	3.00	
4040	CS/332	Comp Org & Assembly Lang	3.00	

CURRICULUM ID#	PREFIX/ CRS	SHORT DESCRIPTION	HOURS	REQ. GRADE
4060	CS/333	Data Structures	3.00	
4080	CS/334	Object Oriented Design	3.00	
4100	CS/335	Discrete Structures	3.00	
220526	CS/336	Software Engineering	3.00	
4110	CS/340	Comp Networks & Comm	3.00	
4120	CS/390	Cooperative Education	12.00	
4140	CS/411	Computer Science Seminar I	3.00	
4160	CS/412	Computer Science Seminar II	3.00	
4190	CS/432	Numerical Analysis	3.00	
4200	CS/433	Operating Systems	3.00	
4240	CS/436	Princ of Programming Lang	3.00	
4260	CS/437	Digital Circuits	2.00	
4280	CS/438	Computer Architecture	3.00	
4300	CS/490	Cooperative Education	6.00	
4320	CS/499	Senior Seminar	3.00	
4340	E/121	Engineering Drawing I	2.00	
4360	E/122	Engineering Drawing II	2.00	
500041	E/123	Engineering Drawing	3.00	
220516	E/230	Intro to Electric Circuits	3.00	
220510	E/330	Electronics	3.00	
4380	E/331	Eng Mechanics I: Statics	3.00	
4400	E/332	Eng Mechanics II: Dynamics	3.00	
500005	E/334	Intro to Microcontrollers	3.00	
500042	E/335	Electronics I	3.00	
500044	E/336	Electronics II	3.00	
220518	E/431	VLSI Design I	3.00	
220520	E/432	VLSI Design II	3.00	
220522	E/434	Engineering Circuit Analysis	3.00	
220523	E/435	Stochastic Mod Comp Sci/Eng	3.00	
500046	E/436	Digital Signal Processing	3.00	
220524	E/437	Microproc & Embedded Sys	3.00	
500048	E/438	Programmable Dig Logic Des	3.00	
220541	E/439	Electromag Field and Waves	3.00	
220528	E/499	Senior Seminar	3.00	
4520	ED/231	Intro to Education	3.00	
4560	ED/320	Inquiry Science	3.00	
4580	ED/325	Discovery Social Studies	3.00	
4620	ED/330	Creative Expression: PE	3.00	
4640	ED/333	Creative Expression: Art	3.00	
4660	ED/336	Creative Expression: Music	3.00	
4720	ED/351	Curric Design & Dev	3.00	
4740	ED/352	Contemp Teaching Methods	3.00	
4800	ED/368	Reading Strategies	3.00	
4820	ED/369	Content Reading	3.00	
4840	ED/370	Content Reading K-6	3.00	

CURRICULUM ID#	PREFIX/ CRS	SHORT DESCRIPTION	HOURS	REQ. GRADE
4880	ED/403	Classroom Management	3.00	
4940	ED/437	Inquiry Mathematics	3.00	
4960	ED/439	Language Learning	3.00	
4980	ED/462	Student Teaching	12.00	
5040	EDA/352	Contemp Teach Practicum	2.00	
5060	EDB/352	Teaching Practicum	1.00	
5080	EDD/380	Developing Teaching Comp	2.00	
5180	EDK/300	Princ in Pre K Primary Ed	3.00	
4900	EDK/433	Kindergarten Workshop	3.00	
4920	EDK/434	Kindergarten Practicum	3.00	
5240	EDL/350	Children's Literature	3.00	
5260	EDM/380	Prof Education Seminar		NG
5340	EDP/352	Teaching Practicum	1.00	
5320	EDP/499	Pre Student Teaching	1.00	
5400	EDS/499	Senior Sem Research Paper	1.00	
5420	EDT/380	Test Taking Skills	2.00	
5500	EDX/462	Student Teach Sem Lab		
220517	EL/230	Intro to Electric Circuits Lab	1.00	
220511	EL/330	Electronics Lab	1.00	
500006	EL/334	Intro to Microcontrol Lab	1.00	
500043	EL/335	Electronics I Lab	1.00	
500045	EL/336	Electronics II Lab	1.00	
220519	EL/431	VLSI Design I Lab	1.00	
220521	EL/432	VLSI Design II Lab	1.00	
500047	EL/436	Digital Signal Proc Lab	1.00	
220525	EL/437	Microproc Sys Design Lab	1.00	
500049	EL/438	Prog Dig Log Des Lab	1.00	
5520	EN/000	English Lab		
5540	EN/111	Essentials of Writing I	3.00	
5560	EN/112	Essentials of Writing II	3.00	
5510	EN/130	English Placement		
5580	EN/131	College English I	3.00	
5600	EN/132	College English II	3.00	
5600	EN/133	Required Writing Lab		
5580	EN/134	Honors College English I	3.00	
5600	EN/135	Honors College English II	3.00	
5640	EN/141	Intro to Literary Genres	3.00	
5680	EN/240	Advanced Composition	3.00	
5690	EN/250	Technical Report Writing	3.00	
5700	EN/320	Black American Literature	3.00	
5720	EN/330	Functional Grammar	3.00	
5740	EN/331	English Literature I	3.00	
5760	EN/332	English Literature II	3.00	
5780	EN/334	American Literature	3.00	
5800	EN/335	Women in Literature	3.00	

CURRICULUM ID#	PREFIX/ CRS	SHORT DESCRIPTION	HOURS	REQ. GRADE
5820	EN/336	Contemporary Literature	3.00	
5840	EN/340	Creative Writing I	3.00	
5860	EN/341	Creative Writing II	3.00	
5880	EN/360	Spec Methods of Teach Eng	3.00	
5900	EN/435	Romantic Literature	3.00	
5920	EN/436	Victorian Literature	3.00	
5960	EN/443	Shakespeare I	3.00	
5980	EN/444	Shakespeare II	3.00	
6020	EN/462	Student Teaching	12.00	
5940	EN/499	Senior Seminar in English	3.00	
6040	ENA/490	Internship	6.00	
6100	ENB/490	Internship	9.00	
6120	ENC/490	Internship	12.00	
6140	END/490	Internship	15.00	
5561	ENL/112	Ess'l of Writing II-Jump Lab		
5581	ENL/131	College English I Lab		
5601	ENL/132	College English II Lab SS		
400000	ES/130	Intro to Environ Science	3.00	
500035	ES/233	Environmental Ethics	3.00	
500036	ES/240	Environmental Chemistry	3.00	
500037	ES/330	Environmental Regulations	3.00	
500038	ES/332	Environmental Human Ecology	3.00	
500039	ES/430	Env Policy & Risk Mgmt	3.00	
6220	ESE/200	Survey of Exceptional Students	3.00	
6240	ESE/300	Nat & Needs/of Mildly Hand	3.00	
6280	ESE/305	Lang Dev/Exceptional Learners	3.00	
6300	ESE/310	Theories of Learn Disabilities	3.00	
6340	ESE/330	Assess of Except Students	3.00	
6360	ESE/400	Social/Pers Skills of Except Stu	3.00	
6400	ESE/403	Applied Behavior Analysis	3.00	
6440	ESE/410	Curriculum & Instru Mat	3.00	
6480	ESE/430	Instr Strat for Learn/Ment Disa	3.00	
6520	ESE/450	Instr Strat for E. H.	3.00	
6540	ESE/462	Student Teaching	12.00	
6341	ESEL/330	Assess of Except Stds Lab		
6541	ESEL/462	Student Teach Seminar Lab		
6560	ESEP/455	Found of Early Childhd Spec Ed	3.00	
6580	ESEP/460	Assess of Pre-K Handicpd	3.00	
6600	ESEP/465	Methods of Teach Pre-K Handcp	3.00	
6620	ESEP/470	Fmly Collab & Sup Pre-K Hdcp	3.00	
7600	FBM/190	Internship		
7680	FBM/290	Internship		
7900	FBM/390	Internship		
1080	FI/330	Money and Banking	3.00	
1120	FI/335	Corporate Finance Mgmt	3.00	

CURRICULUM ID#	PREFIX/ CRS	SHORT DESCRIPTION	HOURS	REQ. GRADE
6760	FI/402	Intern'l Trade and Finance	3.00	
6680	GE/000	Group Registration - New Stu	17.00	
6680	GE/001	Schedule Accept Spring 2006		
6700	GE/110	Freshman Seminar I	1.00	
6720	GE/111	Freshman Seminar II	1.00	
6700	GE/120	Honors Freshman Seminar I	1.00	
6740	GE/280	CLAST Seminar		
6730	GEC/280	CLAST TEST		
6750	GEE/280	CLAST Seminar-Essay		
6752	GEM/280	CLAST Seminar-Math		
6753	GER/280	CLAST Seminar-Reading		
26	GEW/280	CLAST Writing		
7800	GR/230	Nutrition in Health & Disease	3.00	
6940	GR/231	Intro to Gerontology	3.00	
3240	GR/305	Crime and the Elderly	3.00	
11800	GR/310	Cellular & Phys Aspects Age	3.00	
27	GR/335	Minority Aging	3.00	
6960	GR/350	Seminar in Gerontology I	3.00	
6970	GR/420	Seminar in Gerontology II	3.00	
6980	GR/499	Senior Seminar/Original Thesis	3.00	
7000	GRA/490	Gerontology Practicum 3	3.00	
7020	GRB/490	Gerontology Practicum 6	6.00	
7040	GRC/490	Gerontology Practicum 9	9.00	
7060	GRD/490	Gerontology Practicum 12	12.00	
7080	GRE/490	Gerontology Practicum 15	15.00	
7100	HI/130	African American History	3.00	
7120	HI/131	World History I	3.00	
7140	HI/132	World History II	3.00	
7100	HI/140	Honors African Amer History	3.00	
7160	HI/230	Survey of U.S. History	3.00	
7180	HI/231	U.S. History to 1865	3.00	
7200	HI/232	U.S. History since 1865	3.00	
7210	HI/233	African Amer Hist to 1865	3.00	
7220	HI/234	African Amer Hist since 1865	3.00	
7230	HI/235	Florida History	3.00	
7250	HI/250	Survey of African History	3.00	
7310	HI/253	Oral History	3.00	
500029	HI/260	Historiog & Hist Research	3.00	
7240	HI/310	U.S. Econ Hist since 1865	3.00	
7260	HI/320	History of Women in U.S.	3.00	
7270	HI/325	Hist of Women in Contep Africa	3.00	
7280	HI/333	Europe I	3.00	
7300	HI/334	Eurpoe II	3.00	
7320	HI/335	History of West Africa	3.00	
7340	HI/336	History of East Africa	3.00	

CURRICULUM ID#	PREFIX/ CRS	SHORT DESCRIPTION	HOURS	REQ. GRADE
7360	HI/337	Topics in History	3.00	
7370	HI/338	Recent U.S. Hist 1929 to Present	3.00	
7350	HI/353	Modern Asian Studies	3.00	
7420	HI/420	Contemp African Studies	3.00	
7440	HI/431	Hist of Latin Amer & Carribean	3.00	
7450	HI/480	Historical Research	3.00	
500000	HI/490	HI Field Experience 3 hrs.	3.00	
7480	HI/499	Senior Seminar	3.00	
7500	HIA/490	Field Experience 3	3.00	
7520	HIB/490	Field Experience 6	6.00	
7540	HIC/490	Field Experience 9	9.00	
7560	HID/490	Field Experience 12	12.00	
7561	HIE/490	Field Experience 15	15.00	
7580	HM/110	Intro to Hospitality Ind	3.00	
7600	HM/190	Internship I	1.00	
7680	HM/290	Internship II	1.00	
7900	HM/390	Internship III	1.00	
7620	HM/211	Hospitality Marketing	3.00	
7640	HM/230	Tourism Principles	3.00	
7660	HM/250	Sanitation & Safety	3.00	
8160	HM/262	Culture & Cuisine	3.00	
7700	HM/312	Conven Sales, Plan & Mgmt	3.00	
7720	HM/320	Hospitality Accounting	3.00	
8190	HM/321	Food & Bev & FFE Purchasing	3.00	
7740	HM/331	Hospitality Law	3.00	
7750	HM/332	Travel Transport Mgmt	3.00	
7760	HM/340	Lodg Operations Mgmt I	3.00	
7780	HM/341	Lodg Operations Mgmt II	3.00	
7820	HM/351	Food Plan & Prep I Funda	3.00	
7800	HM/352	Nutrition	3.00	
7840	HM/353	Restaurant Mgmt	3.00	
7860	HM/354	Catering Mgmt F.P.P. II	3.00	
7870	HM/355	Stocks/Soups/Sauces F.P.P. III	3.00	
7910	HM/357	FPPI Bakery	3.00	
7880	HM/360	Human Resource Mgmt	3.00	
7920	HM/411	Seminar: Bus Administration	3.00	
8030	HM/420	F&B FFE Purchasing	3.00	
7940	HM/421	Hospitality Mang Acct	3.00	
7960	HM/422	Hospitality Finan Mgmt	3.00	
7970	HM/423	Management By Menu	3.00	
7980	HM/424	Hosp Comp Acct Appl	3.00	
7990	HM/433	Tourism Research Institute	3.00	
8000	HM/434	Theme Park, Recr, Ent Fac Op	3.00	
8050	HM/443	Fac: Engr Maint/Layout/Design	3.00	
8070	HM/444	Classic Resort Operations	3.00	

CURRICULUM ID#	PREFIX/ CRS	SHORT DESCRIPTION	HOURS	REQ. GRADE
8060	HM/445	Involuntary Lodging Concepts	3.00	
8100	HM/450	Beverage Management	3.00	
8080	HM/455	Food & Bev & Lab Cost Cntrl	3.00	
7890	HM/456	Adv Culinary F.P.P. IV	3.00	
8010	HM/457	Bakery Mgmt F.P.P. V	3.00	
8080	HM/458	Food & Bev Labor Cost Cntrl	3.00	
8100	HM/459	Beverage Management	3.00	
8140	HM/461	Service Management	3.00	
8160	HM/462	Culture & Cuisine	3.00	
8180	HM/463	Contract Management	3.00	
7581	HML/110	Intro to Hospitality Ind		
7621	HML/211	Hospitality Marketing Lab		
7641	HML/230	Tourism Principle Lab-Africa		
8161	HML/262	Culture & Cuisine Lab		
7821	HML/351	Food Plan & Prep I Funda Lab		
7821	HML/352	Funda F.P.P. I Lab		
7841	HML/353	Restaurant Management Lab		
7861	HML/354	Catering Mgmt F.P.P. II Lab		
7871	HML/355	Stocks/Soups/Sauce F.P.P. III Lab		
7911	HML/357	Bakery Lab		
7891	HML/456	Adv Culinary Lab		
8011	HML/457	Bakery Mgmt F.P.P. V Lab		
8161	HML/462	Culture & Cuisine Lab		
7800	HMN/251	Nutrition for Nursing	3.00	
8240	HU/180	Humanities Prof Sem		
8260	HU/231	Ancient to Late Medieval Hum	3.00	
8280	HU/232	Renaiss to Enlightenment Hum	3.00	
8300	HU/233	Romanticism to Contemp Hum	3.00	
8320	HU/234	Humanities	3.00	
8260	HU/241	Honors Humanities I	3.00	
8280	HU/242	Honors Humanities II	3.00	
8300	HU/243	Honors Humanities III	3.00	
8320	HU/244	Honors Humanities IV	3.00	
8340	HU/280	Humanities Professional Sem		
8360	HU/380	Humanities Professional Sem		
8380	HU/480	Humanities Professional Sem		
8260	HUDL/231	Humanities	1.00	
1390	IB/150	Prin of International Business	3.00	
1360	IBB/411	Sem in International Business	3.00	
1340	IBE/411	Seminar in Economics	3.00	
1350	IBG/411	Mgmt the Global Workforce	3.00	
1390	IBI/411	Prin of International Business	3.00	
1400	IBPR/411	Prin of International Business	3.00	
1330	IBP/411	International Bus-Pub Quality	1.00	
1370	IBT/411	Sem in Intern'l Fin & Trade	3.00	

CURRICULUM ID#	PREFIX/ CRS	SHORT DESCRIPTION	HOURS	REQ. GRADE
8420	INT/131	Intro to International St	3.00	
18620	INT/330	International Politics	3.00	
18740	INT/336	Comparative Politics	3.00	
8430	INT/337	Topics in International S	3.00	
18820	INT/340	Third World Politics	3.00	
18810	INT/341	International Development	3.00	
18830	INT/342	Global Policywriting	3.00	
18880	INT/343	Diplomacy	3.00	
18840	INT/350	Transnational Concerns	3.00	
18860	INT/351	American Foreign Policy	3.00	
18870	INT/352	Foreign Policy of Emerging	3.00	
18960	INT/440	International Political E	3.00	
8450	INT/499	Int'l. Senior Seminar	3.00	
8480	MA/000	Mathematics Lab		
8500	MA/111	College Prep Math	3.00	
8520	MA/112	College Prep Algebra	3.00	
7	MA/130	Math Placement		
8540	MA/131	College Algebra	3.00	
8560	MA/132	College Math	3.00	
8580	MA/133	Required Math Lab		
8600	MA/135	Pre-Calculus	3.00	
8620	MA/136	Analytical Trigonometry	3.00	
8540	MA/141	Honors College Algebra	3.00	
8560	MA/142	Honors College Mathematics	3.00	
500014	MA/143	Applied Calculus I, Honors	3.00	
8630	MA/144	Applied Calculus II, Honors	3.00	
8650	MA/220	Intro to Symbolic Logic	3.00	
8640	MA/230	Found of Mathematics	3.00	
8660	MA/241	Calculus I w/Anal Geometry	4.00	
8680	MA/242	Calculus II w/Anal Geometry	4.00	
8740	MA/260	Statistical Methods	3.00	
8750	MA/300	History of Mathematics	3.00	
8780	MA/330	Intro to Numerical Analysis	3.00	
8920	MA/331	Calculus III w/Anal Geometry	3.00	
8820	MA/332	Advanced Calculus I	3.00	
8840	MA/333	Advanced Calculus II	3.00	
8860	MA/334	Differential Equations	3.00	
8880	MA/335	Linear Algebra	3.00	
8900	MA/337	Probability & Statistics	3.00	
8920	MA/341	Calculus III w/Anal Geometry	3.00	
8960	MA/390	Mathematics for Teachers	3.00	
8980	MA/411	Mathematics Seminar	3.00	
9000	MA/412	Mathematics Seminar	3.00	
9020	MA/430	Intro to Real Analysis	3.00	
9040	MA/431	Abstract Algebra I	3.00	

CURRICULUM ID#	PREFIX/ CRS	SHORT DESCRIPTION	HOURS	REQ. GRADE
9030	MA/432	Modern Algebra II	3.00	
9060	MA/433	College Geometry	3.00	
9080	MA/437	Complex Variables I	3.00	
9090	MA/438	Complex Variables II	3.00	
9010	MA/440	Intro to the Theory of Numbers	3.00	
9120	MA/499	Senior Seminar	3.00	
9100	MAA/490	Research 3 hrs	3.00	
9110	MAB/490	Research 6 hrs	6.00	
9140	MAC/490	Research 9 hrs	9.00	
9130	MAD/490	Research 12 hrs	12.00	
9190	MAB/138	Applied Business Calculus	3.00	
9161	MACL/250	Computer Program-Fortran		
9160	MACS/250	Intro Comp Program-Fortran	3.00	
9180	MAED/360	Spec Meth-Explo Sec Sch Math	3.00	
8541	MAL/131	College Algebra-Lab SS		
8561	MAL/132	College Math-Lab Lab SS		
8661	MAL/241	Calculus I w/Anal Geo Lab		
8681	MAL/242	Analytical/Calculus II Lab		
8781	MAL/330	Intro to Numeric Anal Lab		
9200	MC/151	Intro to Mass Communications	3.00	
9260	MC/250	Intro to Journalism	3.00	
9280	MC/251	Desktop Publishing	3.00	
9300	MC/252	Intro to Broadcast Prod	3.00	
9320	MC/320	News Editing	3.00	
9360	MC/330	Photojournalism	3.00	
9400	MC/350	Mass Comm Research	3.00	
9420	MC/352	Radio Production I	3.00	
9440	MC/353	Radio Production II	3.00	
9460	MC/354	TV Production I	3.00	
9480	MC/355	Advanced TV Production	3.00	
9500	MC/356	Broadcast Programming I	3.00	
9520	MC/357	Broadcast Programming II	3.00	
9540	MC/358	Writing for the Electr Media	3.00	
9560	MC/359	Broadcast Journalism	3.00	
9580	MC/361	Communication Graphics	3.00	
9600	MC/362	Public Affairs Reporting	3.00	
9620	MC/363	Public Relations Practices	3.00	
9640	MC/364	Broadcast Prod Mgmt	3.00	
9650	MC/365	Digital Multitrack Recording	3.00	
9420	MC/366	Adv Radio Production	3.00	
9660	MC/380	Mag Article & Feature Writing	3.00	
9680	MC/390	Mass Communication Pract	3.00	
9700	MC/431	Communications Law	3.00	
9760	MC/455	Advertising	3.00	
9780	MC/458	Advertising & PR Campaigns	3.00	

CURRICULUM ID#	PREFIX/ CRS	SHORT DESCRIPTION	HOURS	REQ. GRADE
9800	MC/459	Public Opinion	3.00	
9820	MC/460	Adv News Rept and Features	3.00	
9840	MC/461	Journ & the Commercial Wld	3.00	
9860	MC/463	Announcing	3.00	
9880	MC/464	Corporate Media	3.00	
9920	MC/499	Senior Sem in Mass Comm	3.00	
9960	MCA/490	Internship	12.00	
10000	MCB/490	Internship	9.00	
10020	MCC/490	Internship	3.00	
6160	MG/290	Intro to Entrepreneurship	3.00	
10060	MG/300	Mgmt & Org Behavior	3.00	
6180	MG/320	Entrepren/Small Bus Mgmt	3.00	
10120	MG/350	Prod and Operations Mgmt	3.00	
10160	MG/360	Human Resource Mgmt	3.00	
10200	MG/385	Problems of Supervision	3.00	
6202	MG/400	Project Management	3.00	
10260	MG/411	Seminar in Management	3.00	
10320	MG/470	International Management	3.00	
10360	MG/493	Business Ethics	3.00	
10380	MG/495	Business Strategy and Policy	3.00	
1380	MGM/411	Sem in Mat Mgmt	3.00	
1420	MGQ/411	Quality Management	3.00	
10400	MGT/411	Seminar in Transportation	3.00	
10420	MK/341	Introduction to Marketing	3.00	
10440	MK/350	Consumer Behavior	3.00	
10460	MK/360	Promotion Strategies	3.00	
10480	MK/370	Sales Management	3.00	
10560	MK/405	International Marketing	3.00	
10620	MK/420	Marketing Management	3.00	
10840	MLF/131	Elementary French I	3.00	
10860	MLF/132	Elementary French II	3.00	
10880	MLF/231	Intermediate French I	3.00	
10900	MLF/232	Intermediate French II	3.00	
10920	MLF/331	Adv Comp & Convers I	3.00	
10940	MLF/332	Adv Comp & Convers II	3.00	
10960	MLF/336	Culture & Civil of France I	3.00	
10980	MLF/337	Culture & Civil of France II	3.00	
11100	MLG/131	Elementary German I	3.00	
11120	MLG/132	Elementary German II	3.00	
11140	MLG/231	Intermediate German I	3.00	
11160	MLG/232	Intermediate German II	3.00	
11180	MLG/331	Adv Comp & Convers I	3.00	
11200	MLG/332	Adv Comp & Convers II	3.00	
11220	MLG/336	Culture & Civil of Germany I	3.00	
11240	MLG/337	Culture & Civil of Germany II	3.00	

CURRICULUM ID#	PREFIX/ CRS	SHORT DESCRIPTION	HOURS	REQ. GRADE
11360	MLI/131	Elementary Italian I	3.00	
11380	MLI/132	Elementary Italian II	3.00	
11420	MLK/131	Elementary Greek I	3.00	
11440	MLK/132	Elementary Greek II	3.00	
11460	MLK/231	Intermediate Greek I	3.00	
11480	MLK/232	Intermediate Greek II	3.00	
11520	MLS/131	Elementary Spanish I	3.00	
11540	MLS/132	Elementary Spanish II	3.00	
11560	MLS/231	Intermediate Spanish I	3.00	
11580	MLS/232	Intermediate Spanish II	3.00	
11600	MLS/331	Adv Comp & Convers I	3.00	
11620	MLS/332	Adv Comp & Convers II	3.00	
11640	MLS/336	Culture & Civil of Spain	3.00	
11660	MLS/337	Culture & Civil of Hisp Amer	3.00	
11820	MT/121	Intro to Biomedical Term	2.00	
12010	MT/132	Funda of Clinical Lab Sci	3.00	
11800	MT/310	Cell & Phys Aspects Aging	3.00	
12001	MT/312	Hematology I Lab	2.00	
12021	MT/313	Hematology II Lab	1.00	
12020	MT/323	Hematology II	3.00	
11880	MT/331	Clinical Immunology/Serology	3.00	
11960	MT/335	Urine & Body Fluid Analy	3.00	
12000	MT/343	Hematology I	3.00	
12040	MT/354	Clinical Microbiology	5.00	
12100	MT/431	Parasitology/Mycology	3.00	
12140	MT/441	Immunohematology	4.00	
12240	MT/451	Clinical Chemistry I	5.00	
12260	MT/452	Clinical Chemistry II	5.00	
12280	MT/493	Dir Ind Study in Clin Lab Sci	3.00	
12400	MT/499	Senior Seminar	3.00	
11881	MTL/331	Immunology/Serology Lab		
11961	MTL/335	Urinalysis & Body Fluids Lab		
12021	MTL/352	Hematology II Lab		
12041	MTL/354	Clinical Microbiology Lab		
12101	MTL/431	Parasitology/Mycology Lab		
12141	MTL/441	Immunohematology Lab		
12241	MTL/451	Clinical Chemistry I Lab		
12261	MTL/452	Clinical Chemistry II Lab		
12460	MU/133	Computer Applic in Music	3.00	
12480	MU/213	Vocal Methods	1.00	
12500	MU/214	String Methods	1.00	
12560	MU/231	Music Theory I	3.00	
12580	MU/232	Music Theory II	3.00	
12620	MU/313	Percussion Methods	1.00	
12640	MU/314	Brass Methods	1.00	

CURRICULUM ID#	PREFIX/ CRS	SHORT DESCRIPTION	HOURS	REQ. GRADE
12700	MU/324	Music History I	3.00	
12720	MU/325	Music History II	3.00	
12740	MU/333	Theory of Music III	3.00	
12760	MU/334	Theory of Music IV	3.00	
12770	MU/343	Music Production I	3.00	
12775	MU/344	Music Production II	3.00	
12780	MU/369	Special Music Methods	3.00	
12820	MU/413	Woodwind Methods	1.00	
12840	MU/414	Guitar Methods	1.00	
12900	MU/430	Marching & Concert Band Tech	3.00	
12920	MU/431	Hymnology	3.00	
12960	MU/433	Music in the Black Church	3.00	
12980	MU/434	Adv Choral Techniques	3.00	
13000	MU/435	Arranging for Vocal & Instr Ens	3.00	
13020	MU/436	Conducting	3.00	
13040	MU/437	Form & Analysis	3.00	
13060	MU/439	18th Century Counterpoint	3.00	
13070	MU/450	Multimedia Audio	3.00	
13080	MU/462	Student Teaching	3.00	
13090	MU/464	Music Tech & Record Intern	12.00	
13120	MUA/110	Concert Band	1.00	
15540	MUA/464	Music Tech & Record Inter 3	3.00	
15550	MUB/464	Music Tech & Record Inter 6	6.00	
15560	MUC/464	Music Tech & Record Inter 9	9.00	
13090	MUD/464	Music Tech & Record Inter 12	12.00	
15570	MUE/464	Music Tech & Record Inter 15	15.00	
13200	MUB/110	Marching Band	1.00	
13340	MUC/110	Concert Chorale	1.00	
13440	MUD/110	Jazz Laboratory Band	1.00	
13460	MUE/110	B-CC Young Artist	1.00	
13500	MUF/110	Opera Workshop	1.00	
13520	MUG/110	Brass Ensemble	1.00	
13540	MUH/110	Woodwind Ensemble	1.00	
13560	MUI/110	Percussion Ensemble	1.00	
13580	MUJ/110	Chamber Singers	1.00	
13600	MUK/110	Steel Orchestra	1.00	
13620	MUL/110	Latin Percussion Ensemble	1.00	
12561	MUL/231	Music Theory I-Lab		
12581	MUL/232	Music Theory II-Lab		
12741	MUL/333	Music Theory III-Lab		
12761	MUL/334	Music Theory IV-Lab		
13660	MUM/110	Percussion Jazz Ensemble	1.00	
13680	MUM/111	Class Voice	1.00	
13700	MUM/112	Class Voice	1.00	
13720	MUM/211	Class Voice	1.00	

CURRICULUM ID#	PREFIX/ CRS	SHORT DESCRIPTION	HOURS	REQ. GRADE
13740	MUM/212	Class Voice	1.00	
13760	MUM/311	Class Voice	1.00	
13780	MUM/312	Class Voice	1.00	
13800	MUM/411	Class Voice	1.00	
13820	MUM/412	Class Voice	1.00	
13840	MUN/110	Symphonic Band	1.00	
13860	MUN/111	Class Piano	1.00	
13880	MUN/112	Class Piano	1.00	
13900	MUN/211	Class Piano	1.00	
13920	MUN/212	Class Piano	1.00	
13940	MUN/311	Class Piano	1.00	
13960	MUN/312	Class Piano	1.00	
13980	MUN/411	Class Piano	1.00	
14000	MUN/412	Class Piano	1.00	
14020	MUO/099	Applied Piano Major	1.00	
14040	MUO/110	Jazz Combo	1.00	
14060	MUO/111	Applied Piano Major	1.00	
14080	MUO/112	Applied Piano Major	1.00	
14030	MUO/121	Applied Piano Major	1.00	
14050	MUO/122	Applied Piano Major	1.00	
14070	MUO/211	Applied Piano Major	2.00	
14090	MUO/212	Applied Piano Major	2.00	
14100	MUO/221	Applied Piano Major	2.00	
14120	MUO/222	Applied Piano Major	2.00	
14130	MUO/311	Applied Piano Major	2.00	
14150	MUO/312	Applied Piano Major	2.00	
14140	MUO/321	Applied Piano Major	2.00	
14160	MUO/322	Applied Piano Major Jr Recital	2.00	
14170	MUO/411	Applied Piano Major	2.00	
14190	MUO/412	Applied Piano Major	2.00	
14180	MUO/421	Applied Piano Major	2.00	
14200	MUO/422	Applied Piano Major Sr Recital	2.00	
14390	MUP/099	Applied Percussion Major	1.00	
14210	MUP/110	Pep Band	1.00	
14220	MUP/111	Applied Percussion Major	1.00	
14240	MUP/112	Applied Percussion Major	1.00	
14230	MUP/121	Applied Percussion Major	1.00	
14250	MUP/122	Applied Percussion Major	1.00	
14270	MUP/211	Applied Percussion Major	2.00	
14290	MUP/212	Applied Percussion Major	2.00	
14260	MUP/221	Applied Percussion Major	2.00	
14280	MUP/222	Applied Percussion Major	2.00	
14310	MUP/311	Applied Percussion Major	2.00	
14330	MUP/312	Applied Percussion Major	2.00	
14300	MUP/321	Applied Percussion Major	2.00	

CURRICULUM ID#	PREFIX/ CRS	SHORT DESCRIPTION	HOURS	REQ. GRADE
14320	MUP/322	Applied Percussion Maj Jr Rec	2.00	
14350	MUP/411	Applied Percussion Major	2.00	
14370	MUP/412	Applied Percussion Major	2.00	
14340	MUP/421	Applied Percussion Major	2.00	
14360	MUP/422	Applied Percussion Major	2.00	
13430	MUQ/110	Accompanying Ensemble	1.00	
14550	MUR/099	Applied Brass Major	1.00	
14400	MUR/111	Applied Brass Major	1.00	
14420	MUR/112	Applied Brass Major	1.00	
14410	MUR/121	Applied Brass Major	2.00	
14430	MUR/122	Applied Brass Major	1.00	
14440	MUR/211	Applied Brass Major	2.00	
14450	MUR/212	Applied Brass Major	2.00	
14460	MUR/221	Applied Brass Major	2.00	
14480	MUR/222	Applied Brass Major	2.00	
14470	MUR/311	Applied Brass Major	2.00	
14490	MUR/312	Applied Brass Major	2.00	
14500	MUR/321	Applied Brass Major	2.00	
14520	MUR/322	Applied Brass Major Jr Rec	2.00	
14510	MUR/411	Applied Brass Major	2.00	
14530	MUR/412	Applied Brass Major	2.00	
14540	MUR/421	Applied Brass Major	2.00	
14560	MUR/422	Applied Brass Major Sr Rec	2.00	
14610	MU/464	Mus Tech and Record Intern	12.00	
14630	MUS/498	Senior Project	3.00	
14640	MU/499	Senior Seminar in Music	3.00	
300000	MUSA/464	Mus Tech & Record Intern	9.00	
300001	MUSB/464	Mus Tech & Record Intern	6.00	
300002	MUSC/464	Mus Tech & Record Intern	3.00	
14610	MUSD/464	Mus Tech & Record Intern	12.00	
14660	MUV/099	Applied Voice Majors	1.00	
14680	MUV/111	Applied Voice Major	1.00	
14700	MUV/112	Applied Voice Major	1.00	
14650	MUV/121	Applied Voice Major	1.00	
14670	MUV/122	Applied Voice Major	1.00	
14690	MUV/211	Applied Voice Major	2.00	
14710	MUV/212	Applied Voice Major	2.00	
14720	MUV/221	Applied Voice Major	2.00	
14740	MUV/222	Applied Voice Major	2.00	
14730	MUV/311	Applied Voice Major	2.00	
14750	MUV/312	Applied Voice Major	2.00	
14760	MUV/321	Applied Voice Major	2.00	
14780	MUV/322	Applied Voice Major Jr Rec	2.00	
14770	MUV/411	Applied Voice Major	2.00	
14790	MUV/412	Applied Voice Major	2.00	

CURRICULUM ID#	PREFIX/ CRS	SHORT DESCRIPTION	HOURS	REQ. GRADE
14800	MUV/421	Applied Voice Major	2.00	
14820	MUV/422	Applied Voice Major Sr Rec	2.00	
14840	MUW/099	Applied Woodwind Major	1.00	
14860	MUW/111	Applied Woodwind Major	1.00	
14880	MUW/112	Applied Woodwind Major	1.00	
14830	MUW/121	Applied Woodwind Major	1.00	
14850	MUW/122	Applied Woodwind Major	1.00	
14870	MUW/211	Applied Woodwind Major	2.00	
14890	MUW/212	Applied Woodwind Major	2.00	
14900	MUW/221	Applied Woodwind Major	2.00	
14920	MUW/222	Applied Woodwind Major	2.00	
14910	MUW/311	Applied Woodwind Major	2.00	
14930	MUW/312	Applied Woodwind Major	2.00	
14940	MUW/321	Applied Woodwind Major	2.00	
14960	MUW/322	Applied Woodwind Maj Jr Rec	2.00	
14970	MUW/411	Applied Woodwind Major	2.00	
14990	MUW/412	Applied Woodwind Major	2.00	
14980	MUW/421	Applied Woodwind Major	2.00	
15000	MUW/422	Applied Woodwind Maj Sr Rec	2.00	
15020	MUX/099	Applied Guitar Major	1.00	
15040	MUX/111	Applied Guitar Major	1.00	
15060	MUX/112	Applied Guitar Major	1.00	
15030	MUX/121	Applied Guitar Major	1.00	
15050	MUX/122	Applied Guitar Major	2.00	
15080	MUX/211	Applied Guitar Major	1.00	
15100	MUX/212	Applied Guitar Major	2.00	
15120	MUX/221	Applied Guitar Major	2.00	
15140	MUX/222	Applied Guitar Major	2.00	
15130	MUX/311	Applied Guitar Major	2.00	
15150	MUX/312	Applied Guitar Major	2.00	
15160	MUX/321	Applied Guitar Major	2.00	
15180	MUX/322	Applied Guitar Major Jr Rec	2.00	
15170	MUX/411	Applied Guitar Major	2.00	
15190	MUX/412	Applied Guitar Major	2.00	
15200	MUX/421	Applied Guitar Major	2.00	
15220	MUX/422	Applied Guitar Major Sr Rec	2.00	
15230	MUY/099	Applied String Major	1.00	
15240	MUY/111	Applied String Major	1.00	
15260	MUY/112	Applied String Major	1.00	
15270	MUY/121	Applied String Major	1.00	
15290	MUY/122	Applied String Major	1.00	
15310	MUY/211	Applied String Major	2.00	
15330	MUY/212	Applied String Major	2.00	
15350	MUY/221	Applied String Major	2.00	
15370	MUY/222	Applied String Major	2.00	

CURRICULUM ID#	PREFIX/ CRS	SHORT DESCRIPTION	HOURS	REQ. GRADE
15390	MUY/311	Applied String Major	2.00	
15410	MUY/312	Applied String Major	2.00	
15430	MUY/321	Applied String Major	2.00	
15450	MUY/322	Applied String Major Jr Rec	2.00	
15470	MUY/411	Applied String Major	2.00	
15490	MUY/412	Applied String Major	2.00	
15510	MUY/421	Applied String Major	2.00	
15530	MUY/422	Applied String Major Sr Rec	2.00	
15300	MY/103	Basic Military Science	1.00	
15320	MY/104	Basic Military Science	1.00	
15360	MY/203	Basic Military Leadership I	1.00	
15380	MY/204	Basic Military Leadership II	1.00	
15420	MY/303	Officership I	3.00	
15440	MY/304	Officership II	3.00	
15480	MY/403	Adv Military Leadership I	3.00	
15500	MY/404	Adv Military Leadership II	3.00	
15301	MYL/103	Basic Military Sci Lab		
15321	MYL/104	Basic Military Sci Lab		
15361	MYL/203	Basic Military Lead I Lab		
15381	MYL/204	Basic Military Lead II Lab		
15421	MYL/303	Officership I Laboratory		
15441	MYL/304	Officership II Laboratory		
15481	MYL/403	Adv Military Lead I Lab		
15501	MYL/404	Adv Military Lead II Lab		
15620	NU/280	Critical Thinking	2.00	
15660	NU/297	Fundamentals of Nursing	6.00	
15680	NU/298	Health Assessment	3.00	
15640	NU/299	Nursing Concepts	3.00	
15700	NU/302	Care of Emerging Family	6.00	
15720	NU/303	Adult Health I	6.00	
15760	NU/305	Adult Health II	6.00	
16000	NU/307	Child Health	6.00	
15800	NU/320	Pharmacology I	3.00	
15920	NU/395	Developmental Survey	12.00	
16010	NU/401	Nursing Internship	2.00	
16040	NU/403	Psychiatric & Mental Health	6.00	
16080	NU/405	Community Health	6.00	
16100	NU/406	Nursing Research	3.00	
16120	NU/407	Adult Health III	6.00	
16280	NU/433	Leadership & Mgmt	3.00	
16320	NU/449	Comprehensive Review I	1.00	
16340	NU/450	Comprehensive Review II	1.00	
16380	NU/499	Seminar in Nursing	3.00	
37	NUA/280	Critical Thinking	3.00	
38	NUA/299	Nursing Concepts	6.00	

CURRICULUM ID#	PREFIX/ CRS	SHORT DESCRIPTION	HOURS	REQ. GRADE
16332	NUA/395	Developmental Survey - 3 hrs	3.00	
16342	NUA/495	Developmental Survey - 3 hrs	3.00	
16333	NUB/395	Developmental Survey - 6 hrs	6.00	
16343	NUB/495	Developmental Survey - 6 hrs	6.00	
16334	NUC/395	Developmental Survey - 9	9.00	
16344	NUC/495	Developmental Survey - 9	9.00	
16335	NUD/395	Developmental Survey - 12	12.00	
16345	NUD/495	Developmental Survey - 12	12.00	
15621	NUL/280	Critical Thinking Lab		
15661	NUL/297	Fundamental of Nursing Lab		
15681	NUL/298	Health Assessment Lab		
15661	NUL/300	Nursing Fundamentals Lab		
15681	NUL/301	Health Assessment Lab		
15701	NUL/302	Care of Emerging Fmly Lab		
15721	NUL/303	Adult Health I Lab		
15761	NUL/305	Adult Health II Lab		
16001	NUL/307	Child Health Lab		
16041	NUL/403	Psychiatric & Mental Hlth Lab		
16081	NUL/405	Community Hlth Nursing Lab		
16121	NUL/407	Adult Health III Lab		
16281	NUL/433	Leadership & Mgmt Lab	3.00	
16440	PE/111	Football	1.00	
16450	PE/214	Beginning/Interm Swimming	2.00	
11284	PE/220	Folk, Social and Square Dance	2.00	
45	PE/223	Princ in Coaching & Offi Sports	2.00	
16520	PE/224	Princ in Coaching & Offi Sports	2.00	
16560	PE/230	First Aid & Safety	2.00	
16580	PE/231	Intramural Sports	2.00	
16600	PE/232	Found, Princ, Trends & Hist	3.00	
16640	PE/301	Theory & Prac of Teach Swim...	2.00	
16660	PE/302	Theory & Prac of Teach Bkbl...	2.00	
16680	PE/303	Theory & Pract of Teach Sftbl...	2.00	
16700	PE/310	Departmental Internship	1.00	
16720	PE/315	Prev & Care of Athletic Inj	3.00	
17640	PE/320	Games in the Elem School	3.00	
220220	PE/322	Gym in the Elem School	3.00	
16800	PE/325	Teach P.E. in the Elem School	3.00	
16820	PE/326	Teach P.E. in the Sec School	3.00	
16880	PE/335	Kinesiology	3.00	
16900	PE/336	Personal & Comm Health	3.00	
16920	PE/337	School & Comm Recre	3.00	
16940	PE/338	Org & Adm of Health, PE &..	3.00	
16960	PE/340	Tests & Meas in Phys Educ	3.00	
16980	PE/341	Motor Development	3.00	
17060	PE/413	Movement Education	3.00	

CURRICULUM ID#	PREFIX/ CRS	SHORT DESCRIPTION	HOURS	REQ. GRADE
17080	PE/435	Physiology of Exercise	3.00	
17100	PE/462	Student Teaching	12.00	
17070	PE/490	Field Experience	12.00	
17160	PEA/112	Badminton II	1.00	
17420	PEA/490	PE Field Experience 6	6.00	
17440	PEB/490	PE Field Experience 9	9.00	
17580	PEC/490	PE Field Experience 12	12.00	
17620	PED/490	PE Field Experience 15	15.00	
17200	PEB/112	Basketball II	1.00	
17300	PEF/212	Physical Fitness	1.00	
17320	PEG/112	Introduction to Golf	1.00	
17380	PEH/231	Health Education	3.00	
17480	PEK/112	Bowling	1.00	
17020	PER/421	Areas & Facilities Mgmt	3.00	
17680	PER/430	Adaptive & Corrective PE	3.00	
17800	PEV/112	Volleyball	1.00	
17940	PH/130	Introductory Physics	3.00	
500024	PH/224	Intro to Earth Science	3.00	
17980	PH/228	Intro to Astronomy	3.00	
17960	PH/230	Physical Science	3.00	
17960	PH/240	Honors Physical Science	3.00	
18000	PH/241	General Physics I	4.00	
18020	PH/242	General Physics II	4.00	
18040	PH/251	College Physics I	3.00	
18060	PH/252	College Physics II	3.00	
18080	PH/261	Electronics Circuits of Devices	3.00	
18140	PH/320	Mathematical Phyics	3.00	
18160	PH/331	Mechanics I	3.00	
18180	PH/332	Mechanics II	3.00	
18200	PH/333	Thermodynamics	3.00	
18210	PH/361	Digital Elect and Appl	3.00	
18260	PH/364	Transducers and Sensors	3.00	
18280	PH/430	Biophysics	3.00	
18300	PH/431	Electromagnetism I	3.00	
18320	PH/432	Electromagnetism II	3.00	
18340	PH/434	Optics	3.00	
18360	PH/435	Modern Physics I	3.00	
18370	PH/436	Modern Physics II	3.00	
18380	PH/438	Materials Science	3.00	
18400	PH/439	Advanced Laboratory	2.00	
18410	PH/461	Microprocessor Applic	4.00	
18430	PH/462	Computer Based Instru	4.00	
18500	PH/498	Senior Project	1.00	
18520	PH/499	Senior Seminar	1.00	
18001	PHL/241	General Physics I Lab	1.00	

CURRICULUM ID#	PREFIX/ CRS	SHORT DESCRIPTION	HOURS	REQ. GRADE
18021	PHL/242	General Physics II Lab		
18041	PHL/251	College Physics I Lab	1.00	
18061	PHL/252	College Physics II Lab	1.00	
18081	PHL/261	Electronics Laboratory	1.00	
18100	PHL/311	Intermediate Laboratory I	2.00	
18211	PHL/361	Digital Electronics Lab	1.00	
18261	PHL/364	Transducers & Sensors Lab	1.00	
18411	PHL/461	Microproc Applic Lab		
18431	PHL/462	Computer Based Instru Lab		
18540	POL/130	Intro to Political Science	3.00	
18560	POL/230	American Government	3.00	
18580	POL/236	State and Local Government	3.00	
18600	POL/237	Intro to Public Admin	3.00	
18630	POL/301	Aging & Political Science	3.00	
18620	POL/330	International Politics	3.00	
18640	POL/331	Political of Black Ameri	3.00	
18660	POL/332	Pol Social & Electoral Beh	3.00	
18680	POL/333	Budgetary Process	3.00	
18700	POL/334	Public Personnel Admin	3.00	
18720	POL/335	American Constitu Law	3.00	
18740	POL/336	Comparative Politics	3.00	
18760	POL/337	Public Policy Analysis	3.00	
18780	POL/338	Admin of Social Services	3.00	
18800	POL/339	Organizational Theory	3.00	
18820	POL/340	Third World Politics	3.00	
18840	POL/350	Transnational Concerns	3.00	
18860	POL/351	American Foreign Policy	3.00	
18870	POL/352	Foreign Policy of Emerg Nati	3.00	
18900	POL/420	Contemp African Studies	3.00	
18920	POL/431	Political Sci Research	3.00	
18940	POL/436	Political Theory	3.00	
18960	POL/440	International Pol Economy	3.00	
19020	POL/499	Political Science Seminar	3.00	
19040	POLA/490	Coop Educ Field Exp	6.00	
19060	POLB/490	Coop Educ Field Exp	9.00	
19080	POLC/490	Coop Educ Field Exp	12.00	
19100	POLD/490	Coop Educ Field Exp	15.00	
19140	PS/230	Intro to Psychology	3.00	
19160	PS/236	Developmental Psychology	3.00	
19120	PS/322	Adolescent Psychology	3.00	
19180	PS/325	Abnormal Psychology	3.00	
19200	PS/328	Educational Psychology	3.00	
49	PS/330	Social Psychology	3.00	
19220	PS/332	Personality Theories	3.00	
19250	PS/337	African/Black Psychology	3.00	

CURRICULUM ID#	PREFIX/ CRS	SHORT DESCRIPTION	HOURS	REQ. GRADE
19260	PS/338	Experimental Psychology	3.00	
19280	PS/340	Psychological Measurement	3.00	
19340	PS/420	Guidance and Counseling	3.00	
19390	PS/428	Physiological Psychology	3.00	
19400	PS/430	Research Methods and Stat	3.00	
19420	PS/438	Motivation	3.00	
19550	PS/441	Psychology of Aging	3.00	
19450	PS/442	Psychology of Women	3.00	
19490	PS/443	Indus/Organ Psychology	3.00	
19460	PS/444	Human Sexuality	3.00	
19470	PS/445	Community Psychology	3.00	
19480	PS/452	Emotional Disturbances	3.00	
19520	PS/499	Sr Research/Original Thesis	3.00	
19540	PSA/440	Sem in Psychology of Aging	3.00	
19560	PSA/490	Field Experience	6.00	
19580	PSB/440	Sem of Black Psychology	3.00	
19600	PSB/490	Field Experience	9.00	
19620	PSC/440	Sem in Child Abuse	3.00	
19640	PSC/490	Field Experience	12.00	
19660	PSD/490	Field Experience	15.00	
19670	PSE/440	Sem in Ecological Psy	3.00	
19700	PSG/440	Sem in Group Dynamics	3.00	
19740	PSH/440	Sem in Social Psych Issues	3.00	
19760	PSI/440	Sem in Indus Psychology	3.00	
19780	PSP/440	Sem in Group Process	3.00	
19800	PSS/440	Sem in History/Systems	3.00	
19820	PSW/440	Sem in Psych of Women	3.00	
6	RE/100	Reading Placement		
19840	RE/111	Essential Reading I	3.00	
19860	RE/112	Essential Reading II	3.00	
19880	RE/133	Req Reading Lab		
6	RE/200	Reading Placement		
19900	RE/260	Critical Reading	3.00	
19900	RE/261	Honors Critical Reading	3.00	
220000	REC/225	Intro to Recreation	3.00	
16660	REC/232	Hist & Philosophy of Recre	3.00	
220120	REC/331	Recreation Leadership	3.00	
220140	REC/333	Outdoor Resources/Camping	3.00	
16940	REC/338	Org/Admin Recreation	3.00	
220160	REC/430	Recreation for Spec Popul	3.00	
220170	REC/499	Senior Research	3.00	
220233	RECA/490	Recreation Internship - 6	6.00	
220234	RECB/490	Recreation Internship - 9	9.00	
220235	RECC/490	Recreation Internship - 12	12.00	
220236	RECD/490	Recreation Internship - 15	15.00	

CURRICULUM ID#	PREFIX/ CRS	SHORT DESCRIPTION	HOURS	REQ. GRADE
220238	RECE/490	Recreation Internship - 18	18.00	
500015	REL/112	Essential Reading II Lab		
19920	RP/120	Intro to Religion & Philosophy	3.00	
20000	RP/230	Ethics	3.00	
19960	RP/231	Hist of Anc & Mideval Phil	3.00	
20040	RP/232	Hist of Modern Phil	3.00	
20020	RP/331	History of Christianity	3.00	
20060	RP/333	The Prophets of Israel	3.00	
20080	RP/335	Life and Teachings of Jesus	3.00	
20100	RP/336	Life of Paul	3.00	
20120	RP/337	Genesis	3.00	
20160	RP/339	Logic	3.00	
20180	RP/340	Religion in America	3.00	
20200	RP/341	Religions of World	3.00	
20350	RP/355	Contemporary Philosophy	3.00	
20220	RP/430	Human Nature and Knowle	3.00	
20260	RP/434	Death, Immortal, and Prob of ..	3.00	
20280	RP/435	Black Church/Black Theo	3.00	
20300	RP/436	Philosophy of Religion	3.00	
20140	RP/458	Moral Values and Contemp Iss	3.00	
20360	RP/490	Field Work	3.00	
20390	RP/498	Research in Reli & Phil	3.00	
20380	RP/499	Sr Sem in Rel & Phil	3.00	
19940	RPA/130	Intro to Bible Old Testa	3.00	
19940	RPA/140	Intro to Bible Honors - OT	3.00	
20210	RPA/430	Human Nature & Knowled	3.00	
220300	RPA/490	Religion Field Work	3.00	
19950	RPB/130	Intro to Bible NT	3.00	
19950	RPB/140	Intro to Bible Honors - NT	3.00	
220301	RPB/490	Religion Field Work	6.00	
220302	RPC/490	Religion Field Work	9.00	
220303	RPD/490	Religion Field Work	12.00	
220304	RPE/490	Religion Field Work	15.00	
20420	SC/201	Intro to Human Comm	3.00	
20440	SC/203	Effective Listening	3.00	
20480	SC/220	Oral Communication Ethics	3.00	
20500	SC/230	Intro to Effect Oral Comm	3.00	
20540	SC/300	Speech Comm Research Jr Sem	3.00	
20560	SC/301	Iss in Multicul Comm	3.00	
21960	SC/302	Organizational Comm	3.00	
20580	SC/304	Intro Interperson Comm	3.00	
21980	SC/305	Persuasion Theory & Pract	3.00	
20620	SC/335	Intro to Arugment & Debate	3.00	
20660	SC/401	Small Group Comm	3.00	
20680	SC/403	Comm in Conf: Medi & Neg	3.00	

CURRICULUM ID#	PREFIX/ CRS	SHORT DESCRIPTION	HOURS	REQ. GRADE
20700	SC/407	Spec Topics in Speech Comm	3.00	
20710	SCA/407	Situation Anal & Response	3.00	
20790	SCB/407	Intro to International Comm	3.00	
20810	SCC/407	Gender Communication	3.00	
20830	SCD/407	Social Movements	3.00	
20850	SCE/407	Communications Theory	3.00	
20870	SCF/407	Interviewing	3.00	
20890	SCG/407	Intimate Communication	3.00	
20730	SCA/490	Internship	3.00	
20750	SCB/490	Internship	6.00	
20770	SCC/490	Internship	9.00	
20780	SCD/490	Internship	12.00	
20760	SC/499	Sr Seminar in Speech Comm	3.00	
20800	SO/131	Introduction to Sociology	3.00	
20820	SO/132	Social Problems	3.00	
20840	SO/230	Social Psychology	3.00	
20860	SO/231	Intro to Social Welfare	3.00	
20880	SO/235	Marriage & Family	3.00	
20900	SO/236	Cultural Anthropology	3.00	
20940	SO/331	Demography	3.00	
20960	SO/332	Social Casework Processes	3.00	
20970	SO/339	Social Stratification	3.00	
21100	SO/344	Sociology of Deviant Beh	3.00	
21140	SO/432	Community Organization	3.00	
21180	SO/435	Groups & Group Behavior	3.00	
21200	SO/436	Sociological Theory	3.00	
21220	SO/438	Urban Sociology	3.00	
21240	SO/439	Race & Ethnicity	3.00	
21300	SOA/490	Coop Educ Field Exp	6.00	
21320	SOB/490	Coop Educ Field Exp	9.00	
21340	SOC/490	Coop Educ Field Exp	12.00	
21360	SOD/490	Coop Educ Field Exp	15.00	
21160	SO/499	Senior Seminar	3.00	
21380	SOG/230	Medical Sociology	3.00	
21400	SOG/235	Sociology of Aging	3.00	
21460	SOG/337	Death & Dying	3.00	
21660	SS/130	Intro to the Social Sci	3.00	
21650	SS/150	Comp Applic for the Soc Sci	3.00	
21680	SS/210	Human Geography	3.00	
21690	SS/211	Leadership Seminar I	1.00	
21670	SS/212	Leadership Seminar II	1.00	
21770	SS/313	Leadership Seminar III	1.00	
21700	SS/220	Physical Geography	3.00	
21710	SS/230	World Regional Geography	3.00	
21720	SS/239	Stat for Soc Sci Research	3.00	

CURRICULUM ID#	PREFIX/ CRS	SHORT DESCRIPTION	HOURS	REQ. GRADE
21740	SS/240	Intro to Data Proc and Analy	3.00	
21750	SS/250	Intro to Gender Studies	3.00	
21760	SS/300	Pre-Law Orientation	3.00	
21780	SS/333	Tech of Social Sci Research	3.00	
21820	SS/360	Special Methods of Teach SS	3.00	
21810	SSA/390	Study Abroad 6	6.00	
21930	SSB/390	Study Abroad 9	9.00	
21850	SSC/390	Study Abroad 12	12.00	
21870	SSD/390	Study Abroad 15	15.00	
21890	SSA/490	Internship Abroad 6	6.00	
21910	SSB/490	Internship Abroad 9	9.00	
21970	SSC/490	Internship Abroad 12	12.00	
21950	SSD/490	Internship Abroad 15	15.00	
20520	TA/100	Intro to Theater	3.00	
20400	TA/101	Acting I	3.00	
21860	TA/102	Elements of Play Prod	3.00	
21840	TA/103	Participation Seminar	1.00	
20410	TA/107	Voice Prod for the Performer	3.00	
20430	TA/201	Movement for the Actor	3.00	
20450	TA/220	Theatre Crafts	3.00	
20460	TA/221	Introduction to Design	3.00	
21830	TA/245	Oral Interpretation of Lit	3.00	
20470	TA/300	Theatre Arts Rese & Jr Res Sem	3.00	
21880	TA/301	Acting II	3.00	
21900	TA/302	Theatre History	3.00	
20490	TA/320	Narrative Theatre	3.00	
21990	TA/330	Performance Repertory	3.00	
21920	TA/401	Acting III	3.00	
21940	TA/402	Black American Drama	3.00	
30000	TA/420	Script Interpretation	3.00	
30010	TA/421	Directing	3.00	
30020	TA/430	Performance Repertory I	3.00	
30030	TA/499	Sr Seminar in Theatre Arts	3.00	
22020	TAA/103	Tra-Co-Dram Seminar	1.00	
22000	TAB/103	Dance Seminar	1.00	
22010	TAC/103	Public Speaking Seminar	1.00	
5430	TSL/370	Principles and Iss in TESOL	3.00	
5440	TSL/440	Applied Linguistics	3.00	

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PUBLICATION CREDIT

The Bethune-Cookman College Undergraduate Catalog was updated in the Office of the Vice President for Academic Affairs Office from the previous publication. Revisions were directed by cabinet members, academic school deans, and office directors. The photographs were taken by Mr. John Reeves, Campus Photographer and Yearbook Advisor.

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