2010-2011 Undergraduate Catalog

BETHUNE-COOKMAN UNIVERSITY
640 Dr. Mary McLeod Bethune Blvd.
Daytona Beach, Florida 32114-3099
Telephone: 386-481-2000
Office of Admissions: 386-481-2600
FAX Number: 386-481-2601
www.bethune.cookman.edu

2010-2011 UNDERGRADUATE CATALOG

Bethune-Cookman University is accredited by
the Commission on Colleges of the Southern Association of Colleges and Schools
to award the Bachelor of Arts, Bachelor of Science and Master of Science degrees.
Contact the Commission on Colleges at 1866 Southern Lane, Decatur, Georgia 30033-4097
or call 404-679-4500 for questions about the accreditation of Bethune-Cookman University.

Also accredited by
Commission on Collegiate Nursing Education (BSN Program)
National League for Nursing Accrediting Commission, Inc.,
61 Broadway, 33rd Floor,
New York, NY, telephone: 212-363-5555
Accreditation Commission for Programs in Hospitality Administration
National Collegiate Athletic 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

Affiliated with
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)

CONTACTING THE UNIVERSITY

Address for all areas: Bethune-Cookman University
640 Dr. Mary McLeod Bethune Boulevard
Daytona Beach, Florida 32114-3099, USA
Campus Telephone Number: 386-481-2000
www.bethune.cookman.edu

TABLE OF CONTENTS

BETHUNE-COOKMAN UNIVERSITY
Accreditation Status 2
Contacting the University 2
Campus Map & Legend 4
Academic Calendar 6
The University Catalog 10
President's Statement of Philosophy 12

GENERAL INFORMATION
History of the University 13
Last Will and Testament, (Dr. Mary McLeod Bethune Founder) 15
The Mary McLeod Bethune Home 16
University Mission 17
Core Values 17
Ethics 18
Institutional Student Learning Outcomes 18
Equal Employment and Educational Opportunities 20
Sexual Harassment 20
Admissions 21
Financial Information 32
Student Life and Support Services 50
General Academic Information 65
Civic Participation & Social Responsibility 85
Research 88
Academic Schools and Programs 90
Degrees 91
Computing Services and Resources 92
Academic Support Services 92
Honors Program 95
Carl S. Swisher Library/Learning Resources Center 96
School of Arts and Humanities 105
School of Business 164
School of Education 197
School of Nursing 245
School of Science, Engineering, and Mathematics 260
School of Social Sciences 306
Air Force ROTC 344
Army ROTC 347
Professional Studies Program 354
Alumni Relations 357
Board of Trustees 358
Officers of the Administration 361
Faculty 362
Staff 376
Index 377

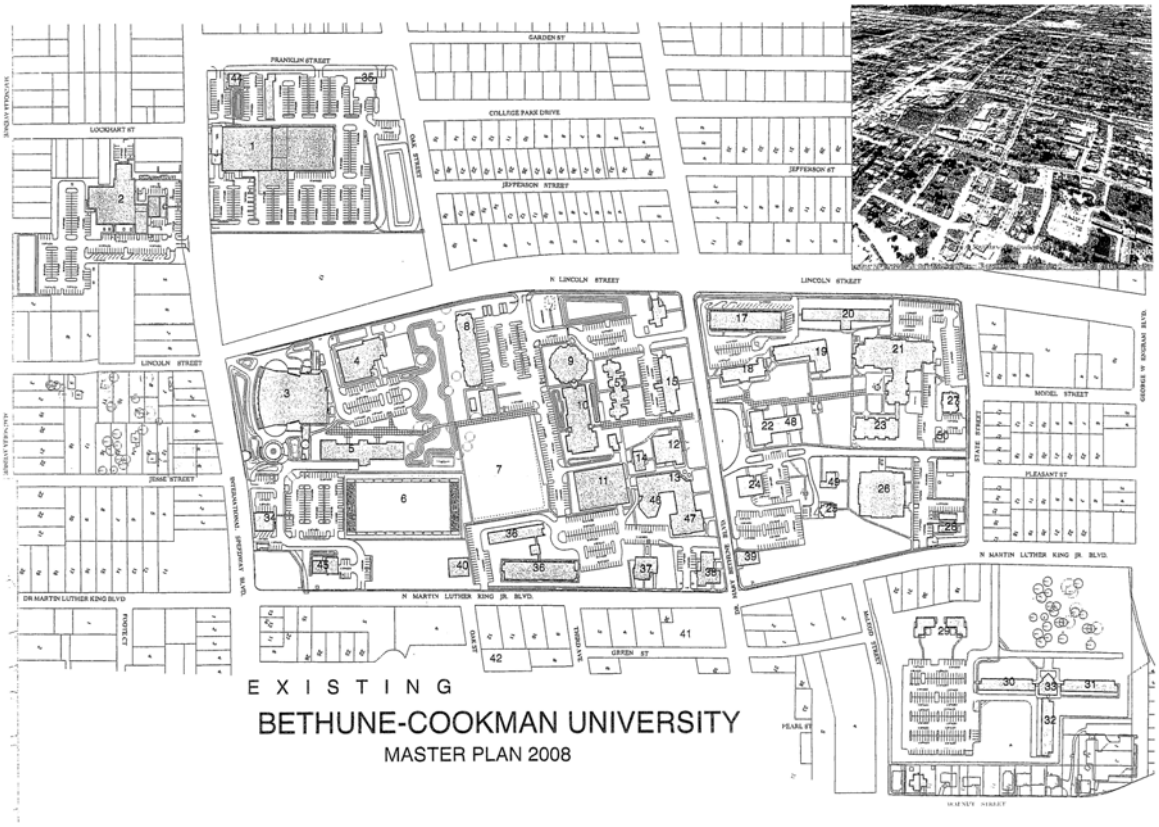
DISCLAIMER

The Catalog of Bethune-Cookman University is, in effect, an agreement between the student and the University. It contains information concerning academic requirements as well as specific regulations of the University. Each student should familiarize himself with its provisions in order to prevent unnecessary uncertainty, difficulties, and delays that will impede progress toward graduation. While this catalog accurately reflects the programs, policies, and requirements of the institution at the time of printing, the University reserves the right to change or amend its contents in any way deemed necessary.

THE CAMPUS

Bethune-Cookman University is located in Daytona Beach (Volusia County), Florida, an Atlantic coast city with a metropolitan area population of 64,421 (2006 U.S. Census). The Atlantic Ocean is less than 2 miles from campus.

The 82.2-acre campus includes 53 administrative and academic buildings, technology centers, student residence halls, a student center, a health services center (Adams Infirmary), athletic facilities, and a performing arts auditorium. The physical address to the University is 640 Mary McLeod Bethune Boulevard, the site of the main administration building. The University 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, and bus and air terminals. Located within 100 miles of the city are many areas of interest including, Jacksonville, St. Augustine, and Orlando, Florida. The John F. Kennedy Space Center and Walt Disney World are also less than 2 hours from campus.



CAMPUS BUILDING MAP LEGEND

ACADEMIC & ADMINISTRATIVE	BLDG #
Alice G. Mickens Science Lecture Hall (SL)	46
Carl S. Swisher Library/LRC	26
Cookman Hall (CH)	15
Ernest C. Cook, Sr., Admissions & Financial Aid Bldg.	38
Faculty Development Center/Dr. Ann Taylor Green Trails Inn	16
Faith Hall (FA)	24
General Studies Bldg. (GS)	39
Gertrude Hotchkiss Heyn Memorial Chapel	48
Harrison Rhodes Hall	12
Helen Kottle Memorial Bldg. (K)	23
John O. Gross Science Hall (SH)	47
Judson-McPhillips Development Bldg.	37
Julia Robinson Memorial Music Hall (R)	9
Mary McLeod Bethune Fine Arts Center	4
L.Gale Lemerand Nursing Bldg.	2
Ranslow Hall (RH)	49
Rabie J. Gainous Science Building Annex	13
Wendell P. Holmes, Jr. Business Bldg.	5
White Hall Administration Bldg.	22
Center for Civic Engagement	1
Mary McLeod Bethune Performing Arts Center	3
Larry R. Handfield Music Building Annex	10
School of Graduate and Professional Studies	44
RESIDENCE HALLS	
Curtis Hall (Women)	18
JaFlo Davis Hall (Women)	20
LeFevre Hall (Men)	51
Living-Learning Center-Honors Dormitory	33
Marjorie Joyner Hall (Women)	17
Meigs Hall (Women)	19
Oswald P. Bronson, Sr., Residential Complex (Men)	36
STUDENT SERVICES	
Adams Alumni Infirmary	27
Charles C. Parlin Student Center	21
ATHLETIC FACILITIES	
Football Practice Field	6
Band Practice Field	7
Richard V. Moore Gymnasium	11
PHYSICAL PLANT	
Vera Friend Maintenance Building	8
Air Conditioning Unit (North)	50
Central Cooling Plant	45
NATIONAL HISTORICAL SITE	
Mary McLeod Bethune Foundation (Founder's Home and Gravesite)	25

BETHUNE-COOKMAN UNIVERSITY

ACADEMIC CALENDAR
2010 - 2011

FALL SEMESTER 2010

AUGUST 2010

2	Deadline: Graduate School Admission Application
11-14	**New Students Check-In/Orientation**
11	**Residence Halls Open for Freshmen & New Students**
13	Faculty Development New Faculty Orientation Luncheon
16	**Faculty Report for Duty--Faculty and Staff Institute**
16-20	**Registration & Orientation for New Students**
19-20	**Registration for Returning Students**
19-21	Graduate Student Residency Weekend/Late Registration
21	**Weekend Classes Begin**
21	8-Week Session 1 begins (Accelerated Business Program)
23	Faculty Association Meeting
23	**All Classes Begin/Late Registration/Program Changes**
30	**Last Day for Registration/Program Change**
30	**Last Day for 100% Tuition Refund (Room/Board Assessed)**

SEPTEMBER 2010

6	**Labor Day Holiday**
8	**President's Assembly**
9	Board of Trustees Executive Committee Meeting
10	**Last Day to Drop Classes**
15	**Census Day**
16	Board of Trustees Executive Committee Meeting
20	Faculty Development Workshop
20	**Last Day to Drop Classes (8-week 1-Accelerated Business Program)**
27	Faculty Association Meeting
29	Faculty Development Workshop

OCTOBER 2010

1	**Student Deadline: Last Day to Remove "I" Earned Last Semester**
1	Faculty Development Workshop
3-9	**Homecoming Week**
4	**Founder's Day Observance**
6	Faculty Development Workshop
8	Faculty Deadline: Submit Removal of "I's" to Registrar's Office
9	Final Exams (8-week 1 Accelerated Business Program)
9	**Homecoming Day**
9-14	**Mid-Term Examinations (weekend, extension & main campus)**
12	**Final Grades due in Computer (8-week 1 Accelerated Business Program)**
16	**Classes Begin (8-week II – Accelerated Business Program)**

22	Faculty Development Workshop
20-22	**Board of Trustees Meeting**
22	**Deadline: Applications for Spring Graduation – All Schools**
22-23	**Graduate School Midterm Residency Weekend**
22	**100% Tuition Refund (8-week II – Accelerated Business Program)**
25	Faculty Association Meeting
27	Faculty Development Workshop
27- JAN. 11	Online Registration for Spring Semester

NOVEMBER 2010

12	**Last Day to clear Financial Obligations for Spring Semester**
12	**Last Day to Voluntarily Withdraw from University (ALL Students)**
16	***Last Day to Drop Classes (8-week-II - Accelerated Business Program)***
22	Faculty Association Meeting
24	**Thanksgiving Holiday Begins After Last Class**
29	**Classes Resume**
30	**Deadline: Undergraduate & Graduate Admission Application for Spring**

DECEMBER 2010

4-9	**Final Examinations – (extension, weekend, online/hybrid, main campus)**
5	Final Examinations – Weekend Classes (also 8-week II – Accelerated Business Program)
6-10	Graduate Thesis Defense
10	**Residence Halls Close for Christmas Holiday**
13	**Final Grades Due in Computer & Registrar's office**
16-Jan. 2	Christmas Holidays for Staff According to Work Responsibilities

SPRING SEMESTER 2011

JANUARY 2011

1	New Year's Day
3	**Faculty/Staff Report to Duty--Faculty & Staff Institute**
3	**Residence Halls Open**
5-7	**Orientation/Registration for New Students**
7	**Faculty Development Workshop**
8	**Weekend Classes Begin**
8	8-weeks Session 1 Begins (Accelerated Business Program)
10-11	**On-Campus Registration for Returning Students**
12	**All Classes Begin/Late Registration/Program Changes**
13-15	Graduate Residency Weekend
17	Martin Luther King, Jr. (Federal Holiday)
18	**Last Day 100% Tuition Refund/Add-Drop (8-week I – Accelerated Business Program)**
18	**Last Day for Registration/Program Changes**
18	**Last Day for 100% Tuition Refund (Room & Board Assessed)**
19	**President's Assembly – *LEGACY FORUM***
21	**Last Day to Drop Classes**

24	Faculty Association Meeting
26	**Census Day**
28	Deadline: Nursing Program Applications for Fall
31	**Deadline: Degree Applications for Summer and/or Fall 2011 Graduation**
31	Last Day to Drop Classes (8-week I - Accelerated Business Program)

FEBRUARY 2011

2	**Deadline: Upcoming Year Student Teacher Application**
2	Faculty Development Workshop
10	Board of Trustees Executive Committee Meeting
11	**Student Deadline: Last Day to Remove "I" Earned Last Semester**
11	Faculty Development Workshop
14	Faculty Development Workshop
17-22	Mid-Term Examinations – (extension, weekend, main campus)
18	Faculty Deadline: Submit Removal of "I's" to Registrar's Office
18	Student Honors and Awards Assembly
18-19	Graduate School Midterm Residency Weekend
25	Last Day to Drop Classes (8-week II - Accelerated Business Program)
25	**Last Day to Voluntarily Withdraw from University (ALL Students)**
26	**Final Exams (8-week I - Accelerated Business Program)**
26	**Residence Hall Close for Spring Break**
28	Faculty Association Meeting
28-Mar. 4	**Spring Vacation**

MARCH 2011

2	**Final Grades due in Computer (8-week - Accelerated Business Program)**
6	**Residence Halls Open**
7	**Classes Resume**
7	8-weeks Session II Begins (Accelerated Business Program)
14	Fall 2011/Summer 2011 Online Registration Begins
16	Faculty Development Workshop
16-18	Board of Trustees Meeting
25	Faculty Development Workshop
28	Faculty Association Meeting
30	Faculty Development Workshop

APRIL 2011

4-8	Graduate Student Thesis Defense
11	Faculty Development Workshop
13	Deadline: Undergraduate & Graduate Admission Application for Summer
15	**Last Day to Clear Financial Obligations for Summer Session A**
16	Final Examinations for 8-week II (Accelerated Business Program)
21-22	**Final Examinations for Graduating Students**
22	**Good Friday Observance**
24	**Easter**

25	Faculty Association Meeting
25	**Final Grades for Graduates Due in Computer by 12:00 Noon**
29	Deadline: Application to School of Nursing
30 – May 4	**Final Examinations – (extension, weekend & main campus)**

SUMMER 2011

MAY 2011

1-4	**Final Examinations – (extension, weekend & main campus)**
4	Faculty Development Workshop
4	**Service of Consecration**
5	School of Nursing Pinning and Convocation
6	Final Grades Due in Computer- Undergraduates
7	**Commencement**
12-14	Graduate School Residency Weekend
14	**Weekend Classes Begin**
16	**Registration for Summer Session A**
17	**Classes Begin/Late Registration/Program Changes**
19	**Last Day for Late Registration/Program Changes**
30	Memorial Day Holiday

JUNE 2011

3	**Last Day to Clear Financial Obligations for Summer Session B**
13-18	**Final Examinations – (extension, main campus & weekend classes)**
18	**Residence Halls Close**
20	**Registration for Summer Session B – Online/Hybrid**
20	**Final Grades Due in Computer for Summer A**
21	**Classes Begin for Summer Session B**
22	**Last Day for Registration and Program Change – Online/Hybrid**
24-25	Graduate School Midterm Residency Weekend
30	Deadline to submit Room Reservation Fee for 2011-2012
30	**Last Day to Clear Financial Obligations for Fall Semester**

JULY 2011

4	Independence Day
10	Founder's Birthday Observance
11-15	Graduate Student Thesis Defenses
20	Final Examinations for Summer Session B
20	Final Examinations for Graduate Courses
22	Deadline: Undergraduate & Graduate Admission Application for Fall
25	Grades due in Computer for Session B

*Note: Calendar dates are subject to change.

The Bethune-Cookman University Undergraduate Catalog

The Bethune-Cookman University Undergraduate Catalog provides current information concerning academic programs, policies, procedures, and requirements pertinent to satisfying requirements for a degree and being graduated from the University. Schedules of classes, derived partly from information in the undergraduate catalog and any changes thereto, announce courses offered each semester and summer sessions. Announcements of final examinations and graduation activities derive from this document. The University reserves the right to change this publication, including Major Area and/or University-wide Graduation Requirements. Information regarding changes in the University catalog will be readily available in the offices of the Vice President for Academic Affairs, Academic School Deans, Department Heads, and Office Directors. Such changes will supersede those here and, while every effort will be made to communicate such changes as widely as possible, no direct notice to individual students should be expected. The University uses its internet-based webmail program as the primary vehicle for communicating with enrolled students. Therefore, each student will want to activate his or her web address and login daily.

To graduate from the University, the student is responsible for completing both the University-wide general education program and major content area requirements. In addition, each student must write and defend a senior thesis and pass a comprehensive exit exam or project. Faculty members are responsible for providing instruction and advisement to assist students in successfully completing all requirements leading to graduation.

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

GENERAL INFORMATION

The statue of Dr. Mary McLeod Bethune is located in the Centennial Gardens on the campus of Bethune-Cookman University.

The President's Statement of Philosophy

Dr. Trudie Kibbe Reed

Education is power, hope, and faith in a better tomorrow. Regardless of economic and social background, every person deserves an opportunity to pursue a 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 is characterized by opportunities for students to compete internationally as they learn the values of globalization, negotiation, and cultural synergistic problem solving.

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 opportunities 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 on diverse subjects that will facilitate inquiry while building a solid foundation in lifelong learning.

Traditional African American United Methodist Colleges are entrusted with building a future for the youth of our nation. In essence, they offer a map and compass for offering guidance to the African-American community and 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 sincere desire 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.

History of the University

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. As a result of a merger with Cookman Institute of Jacksonville, Florida, it became a co-ed high school in 1923. 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 time Dr. James E. Colston served as president until 1946 when Mrs. Bethune resumed the presidency for one additional year.

Dr. Richard V. Moore, Sr., became Bethune-Cookman's president in 1947. Under his tenure the College received its accreditation from the Southern Association of Colleges and Schools (SACS) and 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.

Dr. Oswald P. Bronson, Sr., an alumnus of the College, served as its fourth president from 1975 to 2004. Increased student enrollment during his tenure led to the College's continuous development and expansion. A rapidly increasing student enrollment resulted in the construction of more student housing and classroom buildings. Major fields of study increased from 12 in 1974 to 37 by 2003, and seven continuing education centers were operated throughout the state. In addition to maintaining its accreditations with SACS, the Florida State Board of Education, and the United Methodist Church Board of Higher Education, the College added new accreditations for its Nursing and its Teacher Education programs.

Since August of 2004, Dr. Trudie Kibbe Reed has served as the College's president. Dr. Reed is the first woman to serve as president of Bethune-Cookman since Dr. Bethune. Under the leadership of President Reed, the International Institute for Civic Participation and Social Responsibility was launched in January 2005 as a way to expand student learning about citizenship and leadership development. This new focus successfully infuses values with critical reflection about individual and collective responsibility as well as respecting and honoring differences and diversity of thought. It has been integrated throughout campus life, even within new residential housing to empower decision making through team efforts and leadership.

In the fall of 2006, Bethune-Cookman launched its Freshman College, a precursor to its current Center for Academic Retention and Enrichment Services (C.A.R.E.S).The fall of 2006 also saw the University launch its new graduate program in Leadership Studies. In the Spring semester of 2007 the Masters of Science Degree in Transformative Leadership received its initial accreditation and the name of the institution was officially changed to Bethune-Cookman

University. In the fall of 2007 a 65,000 square foot facility was identified for renovation into the new home for the School of Nursing and the Rev. Eugene Zimmerman and Alexis Pugh Scholarship Houses were built.

Many alumni are employed in the fields of education, medicine, business, politics, government, science, religion, athletics, environmental sciences, and research. It is a GREAT time to be at BETHUNE-COOKMAN UNIVERSITY. Students will be challenged to achieve and develop the character and leadership attributes so vital to becoming responsible and ethical citizens in the twenty-first century.

Since 1943, Bethune-Cookman has graduated more than 14,000 students who have continued to provide support to their alma mater.

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, 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 Home:
A National Historic Landmark

Built in 1905, the Mary McLeod Bethune home is where Dr. Bethune lived and conducted much of the official business of the college she founded in 1904. The grounds of Dr. Bethune's home are also the location of her final resting place. A memorial gravesite and garden are located in close proximity to her home. The home 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. The site is also 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, Native Floridians and national and international tourists who visit the historical site in order to capture just a bit of the greatness of this remarkable woman and, of course, to receive inspiration from the legacy Dr. Bethune willed to the American public.

The Bethune Home

Bethune-Cookman University Mission

Founded by Dr. Mary McLeod Bethune in 1904, Bethune-Cookman University is a historically Black, United Methodist Church-related university offering baccalaureate and master's degrees. The mission is to serve in the Christian tradition the diverse educational, social, and cultural needs of its students and to develop in them the desire and capacity for continuous intellectual and professional growth, leadership, and service to others. The University has deep roots in the history of America and continues to provide services to the broader community through a focus on service learning and civic engagement.

Bethune-Cookman University accomplishes its mission by providing quality instruction in an intellectually stimulating environment that nurtures the head (intellect), the heart (transformative leadership) and the hand (service learning) which are the three words displayed so prominently on the University's official institutional seal.

Approved by Board of Trustees, March 2008

Core Values

Members of the Bethune-Cookman University Family 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 with integrity, honesty, and fairness. As responsible stewards, we use our financial resources wisely by choosing business practices which are cost-effective, productive, and which result in a fair return on our 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 by continuously surveying 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 on the principles of civic engagement and social responsibility. Examples are the Town Hall Forums which are held year around and meetings with 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 We treat them with kindness and respect, regardless of race, religion, creed or culture.

UNIVERSITY STATEMENT ON ETHICS AND VALUES

Bethune-Cookman University seeks to develop graduates who are honorable and democratic citizens capable of making worthwhile contributions to society. The University expects its students to uphold the highest moral and ethical standards by practicing self-discipline. Students are held accountable for their behavior. The University 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 University further affirms that students should respect the environment, including the University's grounds, buildings, and all other property.

Bethune-Cookman University seeks to develop graduates who demonstrate academic excellence. Graduates are expected to show competence in their careers and vocations by mastering verbal and written communication skills, research techniques, and aggressively pursuing knowledge in their major areas of study. Bethune-Cookman University believes that its graduates are individuals who will enter the future full of 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 University is a proponent of the concept of human worth that is deeply embodied in its founding and purpose. In communicating this fundamental belief, the University seeks to define those characteristics that reflect honesty, tolerance, and genuine sincerity in all phases of human relations. The University strives to instill within each student the value of human worth and to show justice, compassion, and equality towards all.

Spiritual Growth and Development

Bethune-Cookman University, founded in the Christian tradition, strives to facilitate spiritual growth by nurturing a continuous understanding and appreciation of the ecumenical tradition and heritage of the institution. The study and acceptance of other religious cultures is demonstrated with tolerance, understanding, and love toward others. Students will be able to make wholesome decisions for themselves and important contributions to their communities.
(Approved by Bethune-Cookman University Board of Trustees, October 16, 1992)

INSTITUTIONAL STUDENT LEARNING OUTCOMES

Vision: Students will graduate from Bethune-Cookman University with an appreciation of human differences and commonalities, along with an integrated sense of identity and civic responsibility that prepares them to live successfully within a multicultural and global community.

As a transformative leader, the graduate will possess:

1. **Complex cognitive skills**
   The graduate actively engages in critical reflection based on analysis, synthesis, and evaluation of experiences that promote positive transformation in fellow human beings.
2. **Practical knowledge and competency**

   When applying discipline-specific principles, the student will discriminate among possible solutions, selecting and supporting those that take into consideration societal impact (e.g., the health, safety, and empowerment of others).

   - Graduates will demonstrate an awareness of the historical development of cultures and societies. (History, Social Sciences)
   - Graduates will perform, interpret, analyze or, otherwise, demonstrate appreciation of musical, visual, literary, and/or other works of art. (Fine Arts)
   - When performing communication tasks, graduates will provide content that is factually correct, supported with evidence, explained with sufficient details and, if written, properly documented with a minimum of errors in spelling, punctuation, grammar, and usage. (English, Communication)
   - When applying the principles of mathematics, science, and/or engineering, the graduate will propose and evaluate a solution to a problem. (Sciences)
   - When assigned to teams, graduates will share responsibilities, analyze ideas, discern feasible solutions, build a consensus, and develop a strategy for action and the evaluation of action. (Leadership)
   - Using technology, graduates will demonstrate competency in functioning efficiently and effectively in the management of information for problem-solving. (Technology)
3. **An appreciation of human differences and commonalities** The graduate actively discriminates among positions, selecting and supporting those that empower fellow human beings. Across the curriculum, the student will demonstrate sensitivity and respect for human differences and commonalities in the various domains in which they occur including, but not limited to, differences by age, gender, race, ethnicity, national origin, religion, sexual orientation, disability, language, and socio-economic status.

4. **An integrated sense of identity and civic responsibility** The graduate actively defends positions that move global society in a direction that promotes self-worth, self-directed lifelong learning, social justice, and civic engagement. The graduate will demonstrate a passion for lifelong learning fostered by a holistic view of self-worth and the capacity to be a self-directed learner. When assigned to teams, graduates will share responsibility, analyze ideas, discern feasible solutions, build a consensus, and develop strategies for action and evaluation in defense of positions that move self and the global society in a direction that promotes social justice and civic responsibility.

EQUAL EMPLOYMENT AND EDUCATIONAL OPPORTUNITIES

Bethune-Cookman University 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 University 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 University. Any employee or student who has a complaint regarding the University's compliance with these standards should contact the Office of Human Resources Management.

Sexual Harassment

Statement of Policy

Bethune-Cookman University 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 not be limited to, written warning, demotion, transfer, suspension, expulsion, dismissal, or termination.

No employee or student shall sexually harass another employee or student, nor shall any employee or student sexually harass any person with whom they have contact in connection with their employment or academic pursuits. No employee or student shall threaten another current or prospective employee or student by stating, suggesting or, otherwise; indicating that said individual's refusal to submit to sexual advances will result in adverse job or academic action. No employee or student shall promise a current or prospective faculty, staff or student any benefit in return for submission to sexual advances or granting sexual favors. Any employment or academic decisions which carry out such threats or promises are likewise prohibited.

ADMISSIONS

Matriculating students making the campus rounds.

Bethune-Cookman University 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. The University also considers the applicant's character and personality as well as a commitment to achieve a university education.

Students seeking admission to Bethune-Cookman University must have satisfactorily completed or earned a standard diploma from an accredited high school and have a cumulative grade point average of 2.25 or better on a 4.0 scale. The rigor (International Baccalaureate and AP classes) of the student's high school program is also 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 developmental courses during each of the four years of high school. This curriculum includes: four units of developmental English, three units of developmental 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 for admission to the University. The General Education Diploma (GED) may be considered in lieu of a complete high school record.

All entering freshmen must have taken either the SAT I: Reasoning Test or the ACT Assessment Test. The University encourages prospective students to take one or both of these tests in their junior year and again early in the fall of their senior year. The writing portion of the ACT is optional; however, students interested in qualifying for an academic scholarship must take this portion of the ACT. Information concerning the SAT or ACT can be obtained from the student's high school guidance counselor or directly from the College Entrance Examination Board, Box 592, Princeton, NJ 08540. Students may also write to ACT at ACT Assessment, Box 451, Iowa City, IA 52240. Students may register online or receive additional information at http://www.collegeboard.com and http://www.act.org. Students may also call the College Entrance Examination office at 866-630-9305 for general information and the Southern Region Office of the College Entrance Examination at 866-392-4088. Bethune-Cookman's CEEB code number is 5061; its ACT code number is 0720.

GENERAL ADMISSION PROCEDURES

The student seeking admission to Bethune-Cookman University should apply in the first semester of their senior year. An Application for Admission can be obtained on line at http://www.cookman.edu, or by writing to request an application from the Director of Admissions, Bethune-Cookman University, 640 Dr. Mary McLeod Bethune Boulevard, Daytona Beach, FL 32114-3099. Students may also call the Office of Admissions at 800-448-0228.

To take advantage of the Fall Semester Deadline, student credentials must be received no later than June 30. The deadline to get credentials in for the Spring is November 30. The following

credentials are required: A completed Application for Admission - a parent's signature is required if the applicant is under 18 years of age (a one-page essay must be included with the returned application and specific directions are included in the application.) A $25.00 nonrefundable application fee or official fee waiver form obtained from the student's high school guidance office.

- Official copies of transcript(s) including all high school academic experiences;
- Final official high school transcript; and
- Results of Standardized tests – Results of either the ACT or SAT I are to be forwarded directly to the university; and
- High school counselor's or teacher's recommendation.

TRANSFER STUDENTS ADMISSIONS

A transfer student is defined as a candidate for admission who has at least six transferable hours from an accredited college or university. The credits must not have been earned at the time the student was also enrolled in high school.

An official transcript from all Associate Degree recipients will be reviewed course by course to determine if courses previously earned qualify the student for full admission into the University with upper level transfer status.

A minimum cumulative grade point average of 2.25 on a 4.0 scale in all college level courses taken at another college or university is a prerequisite for having these classes evaluated for transfer into the University. If the candidate has less than 24 transferable semester hours (one full year) of credit from an accredited college or university, all requirements of a first year student at the University must also be satisfied.

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 (a one-page essay must be included with the returned application and specific directions are included in the application). A $25.00 nonrefundable application fee or official fee waiver form obtained from the student's high school guidance office.
- Official copies of transcript(s) for all college work attempted;
- Final official high school transcript; and
- Results of either the ACT or SAT I am to be forwarded directly to the university; The student may be exempted from this requirement, if he or she completed high school at least 10 years before the date of his or her transfer application to Bethune-Cookman University.

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 a regionally accredited community college will be accepted as upper level transfer students. Though they have been accepted into the University, transfer students must still meet admission requirements for their specific majors. Credits will not be accepted for transfer into the University in courses that were taken more than 10 years ago.
2. Major course credits will not be accepted for transfer by the University's School of Nursing that were taken more than 5 years ago.
3. Transfer students with 30 or more credits will be exempt from Freshman Seminar.
4. Three semester credit hours in Religion and/or Philosophy are required of transfer students with 30 or more credit hours.
5. Three credit hours in African American History are required of transfer students with 30 or more credit hours.
6. Three credit hours in Critical or College Reading are required of transfer students with 30 or more credit hours.

The Office of the Registrar, in consultation with the School Deans, determines the number of transfer course credits that will be accepted. Transfer grades are not included in computing a student's average at Bethune-Cookman University.

A transfer student must complete at least 30 semester hours of coursework in residence to receive a degree from Bethune-Cookman University. Of this minimum amount of work, the last semester must be taken at the University. Additionally, 30 percent of the student's work in his major field must be completed at Bethune-Cookman University.

CONDITIONAL ADMISSION

Bethune-Cookman University has always reached out to students which other institutions of higher education might have considered unprepared for college-level work. The Legacy of the University's founder is one that compels the institution to reach out to students who are genuinely seeking a higher education but whose application materials reveal the need for additional academic support. The University is proud to say that scores of these students have taken up residence in communities throughout the United States as productive members of society and citizens committed to civic engagement.

The University's Admissions Committee has the authority to consider indicators in individual applicants that would place them at academic risk, including having a cumulative grade point average of less than the required 2.25. Following deliberations, the Admission Committee may elect to admit, on a conditional basis, a percentage of these applicants.

DUAL ENROLLMENT

Students who have demonstrated exceptional academic ability may be permitted to enroll at Bethune-Cookman University after completion of their junior year in high school. Dual enrollment applicants must have satisfied 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. Letter of recommendation from the student's high school principal, stating that the student will be awarded a high school diploma after satisfactorily completing the first year of university work.
5. An interview with university officials.
6. Letter of recommendation from parents or guardians.

INTERNATIONAL STUDENTS

This University is authorized under Federal law to enroll nonimmigrant students. International students must complete the Application for Admission and meet all applicable requirements for admission into the University. The application process includes a $25.00 nonrefundable application fee and certified or official final secondary school records and/or university transcripts. These documents must be verified by an accredited credentialing agency.

All freshman international student applicants must submit ACT or SAT I scores. If English is not the student’s 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. Lower scores may require special language assistance. Transfer applicants whose native language or language of instruction is not English must also submit TOEFL scores.

The International Student applicant must also submit a statement of available financial resources, including supporting financial documentation that shows the availability of sufficient funds necessary to cover the expenses associated with attending the University. Students cannot receive the United States Department of Homeland Security Form (I-20) until after they have been accepted into the University and have submitted the completed personal financial resources statement.

QUALIFIED DISABLED PERSONS

Bethune-Cookman University provides equal opportunity to qualified disabled persons in accordance with the requirements of the 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 University 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 Learning Advocacy Program Office located in Faith Hall, Room # 1.

All others with disabilities as defined by the ADA must also contact the Student Affairs Office regarding living and dietary accommodations.

All documentation provided to the Office for Students with Qualified Disabilities, will be strictly confidential. No information, except as provided by law, will be released to anyone, including parents, without the student's written consent.

Admissions

The academic and technical standards required for acceptance into a particular program or for approval to participate in a particular activity shall be carefully studied and findings documented by the program's administrators in order to ensure reasonable access for persons with qualified disabilities. The interest and determination of the student as well as the feasibility of providing necessary support shall be weighed in deciding whether or not a disabled person can meet the required academic standards of the program or the activity to which they are seeking access.

Instructional Support

Appropriate instructional support services are available for students with a documented disability. This auxiliary assistance must be arranged through the Coordinator of Students with Qualified Disabilities. In situations where special assistance is not sufficient to permit the person with the disability to successfully complete the program or course requirement, course substitutions or formal program modifications may be requested through the Coordinator of Students with Qualified Disabilities.

PROFESSIONAL STUDIES (ADULT LEARNER) CANDIDATES

Bethune-Cookman University offers services for Professional Studies students, 24 years of age and older, at two off-campus sites. The John W. Miller Center in Hastings, Florida and the Gainesville, Florida site for Adult Learners (AL) provide courses and academic support to degree-seeking students who enrolled as Professional Studies students before March 2009. The University is exploring opportunities to serve future adult learners; therefore, no new students will be admitted to Professional Studies during the 2009-2010 school year.

ADMISSIONS OF VETERANS

Bethune-Cookman University is approved as a provider of educational benefits for the nation's veterans and veterans with disabilities. The University is also approved to provide educational benefits to active service personnel and qualified dependents of veterans (widows, war orphans, etc.). Veterans who seek admission should follow the established admissions procedures. In order to be qualified for benefits under the rules and regulations of the Veterans Affairs Administration, veterans should contact the Veterans Affairs Coordinator in the Office of the Registrar.

Students who are using veterans' educational benefits to attend the University must maintain a minimum cumulative grade point average. Veterans, as well as, widows, war orphans, etc. who fall below the minimum acceptable standing for two consecutive semesters will have their benefits terminated for failure to achieve satisfactory progress. While the student may continue to matriculate at the University, federal funds through the Veterans Affairs Administration will not be available until such time as the minimum acceptable cumulative grade point average has been reached.

READMISSION OF FORMER STUDENTS

An Application for Readmission, 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. Students who are inactive (not registered) for one semester must complete an Application for Readmission. There is no fee to reapply. When a student fails to enroll for classes at the University for two consecutive semesters, he or she must apply for readmission and pay a nonrefundable application fee of $25.00. The Registrar's Office will notify the student, in writing, of the Readmission Committee's decision in a timely fashion.

Students who have not enrolled at the University for five or more years are responsible for completing the most recent curriculum in their major area. Students re-entering the University after 10 years or more will be required, through written and/or oral examinations, to demonstrate proficiency in undergraduate courses previously taken.

The student will follow the catalog that is in effect at the time he or she is readmitted to the University.

ADVANCED PLACEMENT

Bethune-Cookman University is a participant in the Advanced Placement Program (AP) and the International Baccalaureate (IB) Diploma Program. If the course or courses taken by a new freshman, while in high school, satisfies the criteria for content and rigor of the college level course, it may be determined that the student has satisfied the requirement for a particular course or courses. The decision to give college credit for AP and IB courses rest with the academic department in which the course is taught. Interested students should apply through the Office of Testing during the first six weeks they are enrolled at the University.

NON-DEGREE SEEKING STUDENTS

Non-degree seeking students may be admitted by the University Admissions Committee. Application for admission as a non-degree seeking student must include records of previous educational experience (high school or college transcript), a statement of studies to be pursued, and evidence of the ability to pursue studies as may be prescribed by the Admissions Committee. These students are normally limited to no more than 9 hours each semester.

An undergraduate student enrolled at another accredited collegiate institution may be permitted to enroll at Bethune-Cookman University as a non-degree seeking student in order to complete work for transfer back 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 by a student while in non-degree status will not automatically be applied to a Bethune-Cookman University degree program. Should the student be admitted as a regular student, he or she may petition the University to have such courses applied to the major area, if the courses are a part of the student's required program of study. At no time should a student admitted under non-degree status construe such admittance to mean a guarantee of future admission as a regular student to Bethune-Cookman University.

COLLEGE-LEVEL EXAMINATION PROGRAM (CLEP)

CLEP examinations may be taken by interested students in order to measure their competence and proficiency in five general education areas. Students should be aware of the following guidelines:

1. Fees are assessed for students wishing to earn college credit through the CLEP.
2. Not more than six semester hours of credit may be earned in any one area.
3. Not more than 30 semester hours of credit may be earned through the CLEP.
4. Transfer credits based on CLEP scores will be accepted, if the scores meet Bethune-Cookman University guidelines.

For more information on registering for specific examinations and test fees, contact the Office of Testing in Faith Hall.

AUDITING COURSES

Students who are interested in auditing a course must formally register to take the course as an "Audit" during the regularly designated preregistration time period. The course must be paid for according to the semester hour rate at the time of registration. Students enrolled in courses for "Audit" are not required to submit assignments or take examinations. No academic credit is given for audited courses.

REGISTRATION

Each semester registration procedures are available on the Wildcat Web. The official registration dates are found on the Bethune-Cookman University Academic Calendar. Students are encouraged to pre-register for classes each semester before leaving for both the Summer and Christmas Breaks. A late fee of $100 is charged for late registration. This charge will be added to the student's individual account.

Peer Counselors assist students in their transition to University Life

Bethune-Cookman University Concert Chorale

Bethune-Cookman University Inspirational Gospel Choir

FINANCIAL INFORMATION

OFFICE OF STUDENT ACCOUNTS INFORMATION

The activities of the Office of Student Accounts includes billing students, recording payments, processing refunds, coordinating payment plans, collecting outstanding balances, and handling transactions affecting accounts receivable. Each semester Student Accounts is responsible for ensuring that students have met their financial obligations to the University before being permitted to register for classes, move into residential halls, and receive bookstore authorizations. Student Accounts is also responsible for documenting the receipt of funds necessary for processing students' requests to have official transcripts mailed out. The Office of Student Accounts is the final exiting point that each student must clear in order to be graduated from the University.

TUITION, ROOM AND BOARD CHARGES

(The 2010-11 Academic Year)

	FALL	**SPRING**	**TOTAL**
Tuition	$ 6,726	$ 6,726	**$ 13,452**
Room & Board	$ 3,990	$ 3,990	**$ 7,980**
TOTAL	**$ 10,716**	**$ 10,716**	**$ 21,432**

Tuition costs for Fall 2010 and Spring 2011 are based on 12-18 credit hours. Students who enroll for less than 12 credit hours will be charged per credit hour. Students who exceed 18 credit hours will be charged the overload fee of $560.50 per credit hour.

Students who reside in the Rhyant Honors College Living Center will be assessed an additional room charge of $354 per semester ($708 per year).

Room Reservation Fee

In order to be considered for on-campus housing the student must have paid a $200 room reservation fee and have a clear student account. New students remit the fee to the Admissions Office. Once a student checks into the dorm, all charges will remain on the account, even if the student chooses to move off-campus. The $200 fee is non-refundable and non-transferable. The fee is assessed each academic year that a student resides on campus. Payment of this fee **does not guarantee a room** will be available as rooms are assigned on a first come first served basis. Please refer to the Student Life Section of this Catalog regarding the assignment of on-campus housing.

Late Registration Fee

A $100 late registration fee will be charged to the account of any student who fails to complete registration by the end of each semester's regular registration period.

The University's tuition and fee schedule is subject to change by action of the Board of Trustees. However, changes in tuition and fees do not occur during the semester. Students should obtain a current schedule of tuition and fees from the Office of Student Accounts.

METHODS OF PAYMENT TO BETHUNE-COOKMAN UNIVERSITY

Before the start of each academic year, the University publicizes the deadlines for students to clear their financial obligations. Payment for charges may be made through the following methods:

- Payments can be made with cash, cashier's check, money order, or traveler's check. **Personal checks are not accepted. Cash should never be mailed.** Payments should be made payable to Bethune-Cookman University and include the student's first, middle initial, and last names, student I.D. number or social security number. Payments should be mailed to: **Bethune-Cookman University, 640 Dr. Mary McLeod Bethune Boulevard, Daytona Beach, Florida, 32114-3099, Attn: Cashier's Office.**

- Credit Card payments (American Express, Discover, Visa, or MasterCard) can be made online by accessing the Wildcat Web at www.cookman.edu. Students will need both their B-CU student I.D. & pin numbers in order to access the Wildcat Web. Third party payments to a student's account can be made online through the following link: https://wildcat.cookman.edu/cgi-bin/payidentbu.mbr/identifystudent.

- Payments can also be made in person by visiting the Cashier's Office (located on the first floor of White Hall, the University's Administration Building), or by calling the Cashier's Office at (386) 481-2289 or 2292.

TUITION MANAGEMENT SYSTEMS PAYMENT PLAN

As a special service to students and their families, the University offers the option to make tuition and room & board payments on a monthly basis through Tuition Management Systems. The Tuition Management Systems Payment Plan is an interest-free alternative to having to make lump-sum payments. **If the Tuition Management Systems Payment Plan option is selected, the student/parent must enroll before the start of the semester and pay a minimum of fifty percent (50%) of the balance due for both tuition and room and board. The remaining balance will be paid monthly through Tuition Management Systems.** The cost of books is not included in the Tuition Management Payment Plan. For further information or to enroll, call

Tuition Management Systems at (800) 722-4867 to speak with a consultant. You may also review the Tuition Management Systems website at www.afford.com. The Tuition Management Systems Payment Plan is not available during summer sessions.

BOOKSTORE AUTHORIZATIONS

Any student who has financial aid in excess of their semester tuition and fee charges may receive a Bookstore Authorization which will allow him or her to purchase their books from the University's bookstore. Authorizations are issued only at the beginning of each semester. Students are made aware of the time period when they are able to use their Bookstore Authorizations through the University's Homepage and email systems. Authorizations may also be given for students who have book funds deposited into their accounts that do not originate from the Office of Financial Aid.

Bookstore charges are posted to the student's account and funds deducted from either the student's financial aid or other book deposit funds. Students are permitted to receive an authorization in an amount not to exceed $750. The size of the authorization is contingent on the student's available funds. If a student's financial aid is reduced during the semester, he or she is still responsible for repayment of any purchases made using Bookstore Authorizations.

UNIVERSITY REFUND POLICY FOR FEES

Dropping Courses

No adjustment is made to tuition charges when a student drops a course after the last day of the Add/Drop Late Registration Period. It is the student's responsibility to know the last day to drop courses in any given semester. This information is readily available on the University's Homepage and through the Registrar's Office. Students may call the Registrar's office at 386-481-2525. Academic Advisors are also able to provide students with this information.

Withdrawal from the University

Withdrawal from the University is not accomplished by no longer attending classes. Withdrawing from the University is a process that involves several steps which must be followed in the prescribed order so as to avoid unnecessary expenses and/or failing grades. When a student officially withdraws from the University, a refund or adjustment of tuition will be calculated. Students should familiarize themselves with the following Tuition Refund Schedule:

Fall and Spring Semesters:

1. 100 percent of tuition charges, if the student withdraws on or before the last day of the Late Registration Period. **Room and Board charges are not refundable once a student moves into the dorm.**

2. Up to 90 percent of tuition charges, if the student withdraws after the last day of Late Registration but on or before the last day of the second week of classes. Room and Board charges are not refundable, once a student moves into the dorm.
3. Up to 50 percent of tuition charges, if the student withdraws after the second week, but on or before the last day of the fourth week of classes. Room and Board charges are not refundable once a student moves into the dorm.
4. Up to 25 percent of tuition charges, if the student withdraws after the fourth week, but on or before the last day of the eighth week of classes. Room and Board charges are not refundable once a student moves into the dorm.

First-time students are eligible to receive a 100 percent adjustment/refund of tuition charges, if they withdraw on or before the last day of the Late Registration Period; a prorated adjustment/refund will be processed, if they withdraw after the last day of Late Registration but on or before the last day of the tenth week of classes. Room and Board charges are not refundable once a student moves into the dorm.

Summer Sessions:

1. 100 percent of tuition charges, if the student withdraws on or before the last day of the Late Registration Period. **Room and Board charges are not refundable once a student moves into the dorm.**
2. Up to 90 percent of tuition charges, if the student withdraws after the last day of Late Registration, but on or before the last day of the first week of classes. Room and Board charges are not refundable once a student moves into the dorm.
3. Up to 50 percent of tuition charges, if the student withdraws after the first week, but on or before the last day of the second week of classes. Room and Board charges are not refundable once a student moves into the dorm.
4. Up to 25 percent of tuition charges, if the student withdraws after the second week, but on or before the last day of the third week of classes. Room and Board charges are not refundable once a student moves into the dorm.

First-time students are eligible to receive a 100 percent adjustment/refund of tuition charges, if they withdraw on or before the last day of the Late Registration Period. A prorated adjustment/refund will be processed if they withdraw after the last day of Late Registration, but on or before the last day of the fourth week of classes. Room and Board charges are not refundable once a student moves into the dorm.

Adjustments/refunds will be processed by the Office of Student Accounts, if written notice of withdrawal of enrollment from the University is received from the student or designated staff person and approved prior to the end of the eighth week (returning students) or the tenth week (first-time students) of classes during the Fall and Spring semesters. The withdrawal must be received prior to the end of the third week (returning students) or the fourth week (first-time students) of classes during the summer sessions.

There will be no adjustments or refunds for room & board fees, institutional paid charges, waived charges, bookstore charges, late registration fees, housing assessment fees, or fines under the following conditions:

When a student is required to withdraw due to disciplinary action, the student forfeits their legal rights and privileges as a member of the University family. All fees paid toward assessed charges are also forfeited. There will be no reimbursement of tuition, room and board charges and fees, or any other payments made to the University.

In the event the operation of the University is suspended for any time as a result of any act of God, strike, riot, disruption, or for any other reason beyond the control of the University.

Students who withdraw from courses after the Late Registration Period may be eligible for full tuition adjustments/refunds, if one or more of the following holds true:

1. Student is called 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 not possible.
4. Cancellation of the course(s) by the University.
5. Exceptional circumstances, upon approval of the University President or his/her designee.

RETURN OF FEDERAL TITLE IV FUNDS

When a recipient of Federal Title IV grant or loan assistance withdraws from the University during the semester, the University must determine the amount of the Title IV grant or loan assistance (not including Federal Work Study) that the student earned as of the student's withdrawal date. Unearned Federal Title IV financial aid funds **must be returned** to the Title IV Programs.

Keep in mind that when Title IV funds are returned to the program, the student **MAY OWE A BALANCE** to the institution.

This policy applies to students who withdraw, who are expelled, or who leave the University without notice. The return of funds for these students will be determined according to the following policy:

1. The term "Title IV Funds" refers to the Federal Financial Aid Programs authorized under the Higher Education Act of 1965 (as amended) and includes the following programs: Unsubsidized FFEL loans, Subsidized FFEL loans, Unsubsidized Federal Direct Stafford Loans, Subsidized Federal Direct Stafford Loans, Federal Perkins Loans, FFEL Parent PLUS Loans, Federal Direct Parent PLUS Loans, Federal Pell Grants, Federal SEOG grants, Federal Academic Competitiveness Grant (ACG), National SMART Grant, and the TEACH Grant.

2. A student's withdrawal date is:
    a. The date the student began the institution's withdrawal process (as described in the B-CU catalog) or officially notified the institution of his/her intent to withdraw; or
    b. The midpoint in the semester for a student who leaves without notifying the institution; or
    c. The student's last date of attendance at a documented academically related activity.
3. Title IV aid is earned in a prorated manner up to the 60% point in the semester. The amount the student has earned is based on the number of days the student attended classes as compared to the number of days in the entire term which runs from the first day of classes to the published last day of final exams. No adjustment will be made to Title IV aid after the 60% point in the semester.
4. In accordance with federal regulations, when financial aid is received by any student, funds will be returned to the Title IV programs in the following order:

Unsubsidized Federal Stafford Loan

Subsidized Federal Stafford Loan

Federal PLUS Loan

Unsubsidized Federal Direct Stafford Loan

Subsidized Federal Direct Stafford Loan

Federal Direct PLUS Loan

Federal Perkins Loan

Federal Pell Grant

FSEOG

Other Title IV Aid Programs

Other Federal, State, Private, or Institutional Aid

The Student

REFUND OF CREDIT BALANCES

Refunds are processed by the Office of Student Accounts when a student has resolved all financial obligations against their University debts and their student account reflects a credit balance. Refunds are processed within 14 days after the student’s account reflects a credit balance. Students are responsible for informing the Office of Student Accounts of any changes to their addresses.

Through the Wildcat Web located on the University's website, students have access to review their charges, financial aid, payments, credit balances, refunds issued, and/or any balances that may be due. If a student visits the Office of Student Accounts and requests information about his/her account, the student must present university issued identification or another form of picture identification.

Following the full payment of tuition, fees, and other expenses, Bethune-Cookman University will refund excess payments (excluding any non-refundable financial aid) directly to the student. This is university policy, regardless of whether funds were paid by the student, the student's parents or any other third party. **Bethune-Cookman University assumes no responsibility for remitting such excess payments to any person other than the student.**

Parental Refund Authorization Form

If the student's account reflects a credit balance that is the result of a Parent Plus Loan or a Sallie Mae Plus Loan, the parent that authorized and signed the loan must submit a notarized Parental Refund Authorization Form to the Office of Student Accounts, if the refund is to be issued to the student. Without the form, the refund will be issued to the parent who authorized and signed the loan and will be mailed to the address on the loan application.

Credit Balance Authorization Form

A Credit Balance Authorization Form must be submitted, if the student or parent (Plus Loan) is requesting Student Accounts to hold a credit balance and apply the funds towards the expenses of a future term within the same academic year. If the Credit Balance Authorization Form is not on file prior to processing a refund, the refund will automatically be issued.

Billing Statements

Student Accounts will mail billing statements several times during an academic year. The statements will indicate all activity on the student's account and the remaining balance due. Billing statements are mailed to the student's address on file in the Registrar's Office.

Students are encouraged to use the Wildcat Web to review their accounts as it is the students' responsibility to be aware of any balances that may be due on their accounts.

COLLECTION OF PAST DUE BALANCES

If a student has a balance due on his/her account, a "hold" will be placed on the student's account, and the balance must be paid in full before the student will be permitted to register for the next semester, reside on-campus, receive a Bookstore Authorization or graduate.

When a student has a past due balance and is not enrolled, the student will not be permitted to receive a transcript. However, a student with a past due balance, who is enrolled at the time a transcript request is made, will be permitted to receive an "unofficial" transcript.

If the balance is not paid within a year of the date that the balance occurred, the student's account balance will be turned over to an outside collection agency. The selected agency will actively pursue collection of the bad debt against the student.

FINANCIAL AID INFORMATION

Financial Aid is awarded according to an individual's financial need and/or academic potential. Financial Aid comes in the form of loans, grants, scholarships or part-time on campus employment to be used solely for school related expenses. The University expects students and parents to assume the primary responsibility for financing university costs. Students whose family resources are insufficient to meet the cost of attending the University are encouraged to apply for aid from the University 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 of 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 programs. Those who apply after these dates will receive aid pending availability.

BASIS ON WHICH FINANCIAL AID IS GRANTED

Based on the information provided to the 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 University. 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 Award 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 University 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 summer sessions.

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 minimum number of semester hours necessary for the timely completion of the program of study which students are pursuing. Each student must successfully pass a minimum of 70% of the credit hours attempted during the preceding fall and spring semesters to satisfy federal program requirements. Students must also pass 24 semester hours for Florida programs such as the Florida Student Assistance Grant (FSAG) and the Florida Resident Access Grant (FRAG) Programs. Additionally, a minimum cumulative grade point average (CGPA) of 1.85 for freshmen and 2.0 for all others must be maintained for Federal programs. For Florida programs, all students must maintain a 2.0 cumulative GPA.

Students' academic records will be reviewed at the end of each academic year. If a student does not achieve satisfactory academic progress, he/she 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.

Transferability of Financial Aid Awards

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

INTERNATIONAL STUDENTS AND NONCITIZENS

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 financial responsibility of attending the University will be on the student and his family.

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

TYPES OF AVAILABLE AID

GRANTS

The following grant programs are available only to undergraduate students who are working towards their first bachelor's degree. 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. A typical award ranges from $100 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. To be given top consideration, the FAFSA must be received by the processor on or before the priority date of April 15.

Federal Pell Grant Program

This federally sponsored program provides financial aid to those who need it to attend approved colleges or universities. 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). This form can be obtained from the Financial Aid Office. There is no priority date for this program. The form should be completed and sent to the appropriate agency as far ahead of the start of a new academic year as possible.

Academic Competitiveness Grant (ACG)

This federally sponsored program provides $750 for the first year of study and $1,300 for the second year to students who have completed a rigorous secondary school program of study. A second-year student must have at least a cumulative 3.0 grade point average (CGPA) on a 4.0 scale for the first 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. 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 start of a new academic year.

National SMART Grant Program

The National Science and Mathematics Access to Retain Talent Grant, also known as the National Smart Grant, is available during the third and fourth years of undergraduate study to full-time students who are eligible for the Federal Pell Grant and who are majoring in physical, life, or computer sciences, mathematics, technology, or engineering or in a foreign language determined critical to national security. The student must also be enrolled in the courses necessary to complete the degree program and to fulfill the requirements of the intended eligible major. The student must maintain a cumulative grade point average (CGPA) of at least 3.0 in course work required for the major. The National SMART Grant award is in addition to the student's Pell Grant award. A National SMART Grant will provide up to $4,000 for each of the third and fourth years of undergraduate study. The amount of the SMART Grant, when combined with a Pell Grant, may not exceed the student's cost of attendance.

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. There is no priority date for this program. The form should be completed and sent to the appropriate agency as far ahead of the start of the academic year.

TEACH Grant Program

Through the College Cost Reduction and Access Act of 2007, Congress created the Teacher Education Assistance for College and Higher Education (TEACH) Grant Program. The TEACH Grant provides up to $4,000 per year to students who intend to teach in a public or private elementary or secondary schools that serve students from low-income families. In exchange for receiving a TEACH Grant, students must agree to serve as full-time teachers in a high-need field in a public or private elementary or secondary school that serves low-income students (See below for more information on high-need fields and schools serving low-income students). As a recipient of a TEACH Grant, students must teach for at least four academic years within eight calendar years of completing the program of study for which they received a TEACH Grant. IMPORTANT: If a student fails to complete this service obligation, the total amount of the TEACH Grants that the student received will be converted to a Federal Direct Unsubsidized Stafford Loan. The student must then repay this loan to the U.S. Department of Education. The student will be charged interest from the date the grant(s) was disbursed.

Note: TEACH Grant recipients will be given a 6-month grace period prior to entering repayment, if a TEACH Grant is converted to a Direct Unsubsidized Loan.

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. Since there is no priority

date for this program, the form should be completed far ahead of the start of a new academic year.

Florida Student Assistance Grant Program (FSAG)

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 $2300 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.

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. The 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 far ahead of the start of the academic year as possible.

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. The program rewards 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. High school students should contact their school guidance office for information on eligibility criteria or visit the Florida Bright Futures Program website at http://www.firn.edu/doe/brfutures.

Florida Mary McLeod Bethune Scholarship Fund

This program, offered by the State of Florida, provides financial assistance 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). 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 University's tuition and books and provide the student a tax free subsistence allowance each month. For more information on ROTC scholarships, refer to pages 340-345.

INSTITUTIONAL SCHOLARSHIPS

Bethune-Cookman University scholarships recognize academic excellence. The major purpose of these scholarships 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 students request and/or submit an application. Students 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 achievement
- 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. For information on performing arts scholarships (e.g. band, concert chorale, etc.), students should contact the Music Department. Those interested in athletic scholarships should contact the Athletics Department.

Academic Scholarships

Bethune-Cookman University recognizes outstanding academic achievement in prospective and returning students by offering a range of scholarships to both freshmen and transfer students. For an incoming student, scholarship consideration is based on credentials submitted with the student's Application for Admission. The University encourages academic excellence by recognizing and rewarding outstanding academic performance. 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 Academic Affairs.

Presidential Scholarships

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) that are not covered by federal and/or state financial aid and other non-institutional 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 scholarship. Under special circumstances (e.g. educational travel abroad) awards may be renewed for a maximum of 10 semesters of study.

Excelsior Scholarships

The Excelsior Scholarship is offered to high school graduates who will enter college for the first time. The award covers the cost of full-time tuition after all federal and/or state financial aid and other non-institutional scholarships have been applied. The award does not cover room and board or books. Students must register for at least 12 semester hours (college-credit courses) and maintain a 3.40 cumulative grade point average to renew the scholarship. Under special circumstances awards may be renewed for a maximum of 10 semesters of study.

Academic Merit Award

The Academic Merit Award provides 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 the University for at least one academic year and have earned at least 24 college credit hours. The Academic Merit Award is granted on an annual basis, and students must reapply each year. The Academic Merit Award application is available in the Office of the Vice President for Academic Affairs.

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)

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 requires university 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 $3,500 per year, sophomores up to $4,500; and juniors and seniors may borrow up to $5,500 per year. The maximum allowable undergraduate indebtedness over five years is $23,000.

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.

Repayment begins six months after the borrower's last enrollment on at least a half-time 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 $3,500 per year; sophomores up to $4,500; juniors and seniors may borrow up to $5,500 per year, less any amount of subsidized Direct/ Stafford Loan eligibility. A student who shows a 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 $31,000. Annual and aggregate loan limits for independent students are different.

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.

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 educational costs. Financial need is not an eligibility factor.

Women's softball is one of 17 NCAA and MEAC-Sanctioned Sports

STUDENT LIFE AND SUPPORT SERVCES

THE DIVISION OF STUDENT AFFAIRS

The Division of Student Affairs is committed to the University's Vision and Strategic Plan. As such, the Division of Student Affairs works diligently to provide a warm and comfortable living and learning environment for the University's students. The Division of Student Affairs is dedicated to creating a "home away from home" while it provides oversight and supervision for students living in the University's 10 residence halls, its 2 scholarship houses, and 3 leadership houses. In addition, the Division of Student Affairs supervises student organizations and social activities.

The holistic development (academically, personally and spiritually) of all Bethune-Cookman's students is of paramount importance and is facilitated through the goals, objectives, programs, and activities of the sector's primary departments. These departments are Residence Life, Student Activities, Career Services, Health Services, Student Development, International Student Services, and Campus Security. The Division of Student Affairs also works closely with the University's Food Services Department to ensure both nutritious food and quality food service.

GENERAL REGULATIONS

STUDENT RESPONSIBILITY

Each student who accepts admission to Bethune-Cookman University also accepts the University's standards of personal conduct (Code of Honor). The student is expected to take full advantage of the opportunities offered within formal and informal learning environments in order to learn how to make wise decisions regarding appropriate behavior, attitude, and conduct in all settings. Policies and practices governing students and student life are found in the student handbook, posted in the Parlin Student Center, in classrooms, and online.

ON-CAMPUS HOUSING

Bethune-Cookman University's residence staff will make every effort to accommodate those students wishing to reside in on-campus housing. Therefore, all room assignments are made on a first-come, first-served basis. While a room reservation is not a guarantee of a room assignment, students wishing to reside on campus are urged to reserve a room by submitting a nonrefundable $200 processing fee to the Fiscal Affairs Office (returning students) or the Admissions Office (new students). Students will be placed on a waiting list until outstanding balances have been cleared and an available room has been identified. The $200 room reservation and processing fee must be paid each academic year that the student intends to reside on campus. Persons who apply for a room on campus, after all rooms have been assigned, will be informed that on-campus housing is no longer available for that semester. While no guarantee is made, it is possible that space will become available at the end of the Fall Semester of each academic year. When on-

campus housing cannot be assigned to a student, it becomes the responsibility of the student and his or her parents to make all necessary legal and financial arrangements to secure off-campus housing. The University assumes no responsibility for payment of rent or lease agreements.

OFF-CAMPUS HOUSING

Freshmen students are required to live on campus except in the following instances:

1. Married students.
2. Residents of Daytona Beach who live with their parents or a close relative.
3. On-campus housing is unavailable.

RESIDENCE LIFE

Residential students are under the direct supervision of the residence hall staff. Rules governing residence life are provided in the student handbook, posted in residence halls, and available online.

Residence Life rooms are furnished; however, students may wish to personalize their rooms with their own curtains, rugs, bedspreads, and other more personalized items. The items that are 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, George Foreman or other grills, toaster ovens, crock pots, deep fryers, deep freezers, and stereo systems having a wattage of 50 or above. All students should bring the following items:

Sheets	Pillowcases
Bedspreads	Blanket
Towels	Washcloths

It is the goal and desire of each residence hall staff person to make each student's living and study environment as comfortable as possible. In instances where a student is destructive, non-cooperative, insubordinate, disruptive, disrespectful of staff and fellow students or persistent in violating residence hall policies and procedures, the student will be given notice that he or she cannot be allowed to remain on campus. In these unfortunate instances, the student will be given a minimum notice of 48 hours to remove his or her things from their room to an off-campus residence. Every effort will be made to notify parents by telephone, email, fax or letter of any such decision or action.

JUDICIAL AFFAIRS

Bethune-Cookman University 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 who persist in violating any of the privileges, standards, and policies of the University; who are consistently delinquent in their academic responsibilities; who continuously neglect their financial obligations; or who embarrass the University in any manner are subject to disciplinary action up to dismissal from the University. Bethune-Cookman reserves the right to dismiss students for unbecoming social conduct which brings embarrassment to the University, the student body as a whole, the student's family, and the larger community of citizens. The possession of firearms, knives, and other items, considered as weapons by the community of reasonable citizens, as well as the possession and use of alcoholic beverages and narcotics are strictly forbidden and are grounds for immediate dismissal. The minimum length of disciplinary dismissals is one full year. However, depending on the severity of the case, dismissals from the University may be permanent. In addition to the above, the University reserves the right to notify local law enforcement officials whenever any of its students have been charged with or is found guilty of a violation(s) of any civil law. The University also reserves the right to dismiss any student who has been arrested, been charged with breaking a civil law, or who has charges pending for a violation. The student may apply for readmission upon being cleared of all charges. In such cases, the student will forfeit all registration costs (Tuition and Fees) for the semester in which he or she has been dismissed because of such conduct.

FRESHMEN AND TRANSFER STUDENT ORIENTATION

With the exception of students who enter the University with either the Associates of Arts Degree or the Associates of Science Degree, all new 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 university life. During Orientation Week, new students are made aware of the history of the institution, facilities, personnel, and available services. Peer Counselors, President's Ambassadors, and members of the Student Government Association all provide the University's new students with a variety of special programs, social, and academic activities during Orientation Week. Academic, Career and, Personal Counseling are essential activities during Orientation Week. Placement tests are required of every student and are administered to all freshmen and transfer students at the beginning of Orientation Week. Each student should plan to take the placement tests unless he or she has been exempted because of their high school grade point average. Students must have a cumulative high school grade point average of 3.0 in order to be exempted from required placement tests and should bring official documentation showing the required minimum grade point average. Orientation Week is also the time when each freshman and new student is assigned an academic advisor.

THE CENTER FOR RELIGIOUS ACTIVITIES

Bethune-Cookman University has a great and cherished religious tradition. This tradition is strengthened and reinforced through the University's continued relationship with the Board of Higher Education and Campus Ministry of the United Methodist Church. Regardless of denomination, students are encouraged to reach out to the variety of campus religious organizations that are available to them through such groups as the Religious Life Fellowship or the Fellowship of Christian Athletes. The Fellowship of Christian Athletes is chaired by the University Chaplain and is comprised of students, faculty, and staff members from diverse religious denominations.

The Office of the University Chaplain is staffed by an Elder in full connection with the United Methodist Church. Its services and outreach are open and available to all students, faculty, and staff regardless of race, culture, religion, sexual orientation, socioeconomic status, gender, or ability, whether or not you hail from a religious or faith tradition, you are welcome here. The Center is also available to all who have need for spiritual counseling and guidance. The Center for Religious Activities seeks:

- To provide opportunities for students, faculty and staff to express, learn more about, and grow in their religious faith.
- To help people discover their own personal spiritual path and to create connections with people of other faith traditions.
- To encourage all to participate in weekly Bible study, midweek prayer services, outdoor prayer and worship services, spiritual awareness sessions held in residence facilities and annual spiritual outreach celebrations.
- To explore the intellectual components within which reason and faith, academic rigor and subjectivity are increasingly seen as compatible.

HEALTH SERVICES

A primary goal of the Health Services Department is to help build a better and healthier future for all students by providing exceptional care, advocacy and support. The Health Services Department is committed to personal wellness and the prevention of illness and diseases as well as the ability to remain physically, mentally and spiritually healthy. Health Services is committed to all the needs of our students with pre-existing conditions.

The University's Health Services Department is housed in the Adams Infirmary and is under the direction of a Registered Nurse who serves as its director. In addition to the director, the services, programs, and initiatives of the Health Services Department are supported by an Office Manager, who serves as the initial contact person for Student Health Services- Mental Health Professional and a Licensed Practical Nurse. The University contracts with Halifax Medical Center to receive the weekly services of a consulting physician. The physician is made available

to University students a minimum of 8 hours per week. If necessary, students are referred to off campus medical facilities for further services. Any student who elects to seek the services of physicians other than the University contracted physician or to use out-patient facilities other than those pre-approved by the University is responsible for payment of all fees associated with that decision.

Students who need medical services should contact the University's Health Services Department between 8:30-5:00 Monday – Friday. For urgent care needed after hours, on weekends, and holidays students should notify a member of the residential life staff.

INTERCOLLEGIATE ACTIVITIES

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

The University expects student athletes to make earning an undergraduate degree their top priority. The University's Athletics Department is committed to high standards of academic performance, sportsmanship, leadership, and equal opportunities for both male and female athletes. To facilitate this priority, faculty members, academic support staff, athletic coaches, medical staff, and student-athletes work as collaborators and partners. The Department of Athletics provides assistance to all student-athletes to ensure their academic success. The department monitors and implements the academic advisement, tracking, and tutorial programs of its student athletes at all times to ensure academic progress and, ultimately, graduation.

The Office of Student-Athlete Support (OSAS) also provides assistance to each Bethune-Cookman University student-athlete until graduation. The OSAS links directly to the respective major departments for additional retention and tutorial services and support. OSAS also maintains a Tutorial Resource Center for all students, regardless of their academic status. In addition, personal academic counseling is available and provided when requested.

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

All varsity programs for men and women are in NCAA Division I, including football, which participates as a Division I member of the Football Championship Subdivision. The University 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 University officially observes NCAA standards for student athlete eligibility and participation in its athletic program.

Department of Intercollegiate Athletics Mission Statement

The primary function of the Bethune-Cookman University Department of Intercollegiate Athletics is to work to fulfill the educational mission of the university by promoting the values of sportsmanship and ethical conduct in all aspects of the intercollegiate athletics program. These values, along with the Christian principles of the university, shall be manifested, not only in athletic participation, but also in the broad spectrum of activities affecting the intercollegiate athletics program. The role of the University is to prepare student athletes 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 University is further committed to developing in students and employees a desire to sustain lifelong learning by gaining an appreciation of self, and others, as well as, 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 by providing them with 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 University and the Department of Athletics are responsible for providing the best possible environment for its student-athletes in order to compete against quality opponents within the rules of the institution, Mid-Eastern Athletic Conference, and the National Collegiate Athletic Association.

Revised – June, 2000 Approved by the Board of Trustees November, 2000.

Mid-Eastern Athletic Conference (MEAC) Philosophy

The members of the MEAC subscribe to the principle that intercollegiate athletics is a vital part of higher education, 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 MEAC are obligated to ensure that the academic and athletic mission is achieved ethically.

It is the function of the MEAC to encourage intercollegiate athletics 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 that are recognized and approved by the University for student participation and membership must meet the minimum scholastic standards as set forth by the University before approval and admission into such organizations. For students having met the minimum requirements set forth for participation, the University encourages participation in:

1. HONOR SOCIETIES

Bethune-Cookman University 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 University:

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)

2. GENERAL ORGANIZATIONS

Clubs, activities, and organizations in which membership is not restricted because of a declared major within a particular department are considered general organizations.

Participation in these groups is voluntary. These programs may be national or local in scope.

a. The Student Government Association at Bethune-Cookman University is the student governing body in matters pertaining to the common interests of all duly enrolled students.

b. *Voice of the Wildcat* newspaper is the University's student run monthly publication. It reports on activities of individual students, student organizations and, in general, the university community, especially as it relates to and impacts students.

c. *The B-Cean* is the University's annual yearbook. Students are encouraged to respond to calls to have their pictures included in each issue and student organizations are urged to schedule group photo shoots for inclusion. Students also have opportunities to contribute artwork, articles, photos, etc. to the publication.

d. University-wide performing groups include the (a) marching, stage, and concert bands, (b) Concert Chorale, (c) Tra-Co-Dram - The Mary McLeod Bethune Players, (d) Orchesis Dance Ensemble, (e) Inspirational Gospel Choir, and (f) cheerleaders.

3. MAJOR AREA CLUBS

Major area clubs are organizations designed to give students an opportunity to interpret the broader educational implications of their chosen fields of study while helping them gain important professional perspectives. Some major area clubs are affiliated with national organizations.

4. RELIGIOUS ORGANIZATIONS

The Religious Life Fellowship is an organization charged with the creation and promotion of religious activities at the University. Its composition is that of both students and faculty - staff members who represent a cross section of denominations and faiths.

5. FRATERNAL ORGANIZATIONS

Fraternal organizations are international Greek letter organizations that have chapters on the campus of Bethune-Cookman University:
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

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 cumulative grade point average of 2.5 is required to participate in service and social organizations. To participate in the Intake process (for fraternities and sororities), a student must meet the rules of the National Pan Hellenic Council and have a cumulative grade point average of 2.70 and 28 semester credit hours. Intake and Initiation 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. A copy of the charter and the names of the organization's current officers must also be on file.

Students wishing to start a new organization at the University must first obtain permission to do so from the University's administration. Students must also identify three members of the faculty and/or staff to serve as the organization's sponsors. University administrators will select two of the three identified persons to serve as the official sponsors of the organization.

To participate in extracurricular activities or performing groups that represent Bethune-Cookman University, 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 instruction, Bethune-Cookman University offers a well-rounded schedule of cultural programs including, plays, lectures, and musical performances by outstanding individuals and groups. Most of these programs are free for all students upon presentation of their Bethune-Cookman University identification card. All University cultural events are open to the community and, in most cases, are free or made available at reasonable fees.

CAREER RELATED WORK EXPERIENCE

The process of career exploration begins during the student's first year at the University and continues throughout the student's matriculation. The major components of career exploration and preparation are 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, and Campus Recruitment Programs. Special career programs include the annual Career and Graduate School Fairs, Career/Recruiter Classroom Visitations and General Sessions, Interviews/Employment Opportunities (Part-Time/Full-Time), and Professional Development Sessions.

Students are encouraged to utilize the Center for Career and Program Services to determine the availability of internship opportunities which are available throughout the United States. These opportunities greatly enhance the students' marketability and many times result in part-time or full-time positions being offered at the conclusion of the internship.

INTERNSHIP POLICY

Internships (including externships, clerkships, student teaching or similar work experience) are academic, curriculum-based, educational programs that allow students to gain practical work experience, enhance student learning and, in most instances, earn academic credit at the same time. These are supervised programs of work and study which involve students working in governmental, community service, school, medical, or business settings. While a qualified supervisor in the workplace directs the day-to-day learning, the student is also supervised by a discipline-specific course instructor or faculty advisor who sets the criteria for performance, observes the intern periodically, monitors the student's progress, grades the student, and resolves any immediate concerns related to the internship.

Internships are hands-on and/or in-the-field experiences specifically related to the student's major. Students are eligible for internships beginning in their sophomore year of study. Occasionally, internships are available for first year students. Students should be aware that specific major areas of study also establish course completion and classification status as additional criteria for internship placements. Internships must be approved by the student's Department Head, Academic Advisor, and/or Dean. The University requires that all students applying for internships have at least a grade point average of 2.0. It is possible, however, that individual organizations will require a higher grade point average for those students they permit to intern with them. Such requirements are beyond the control of the University and students are encouraged to research specific criteria of organizations with whom they are interested in securing an internship. While some internships are paid, most are not. Students are urged not to select an internship solely on the basis of whether or not it is a paid internship opportunity. Many students have had amazing learning experiences, established significant networking channels, and laid the foundation for life-long friendships through unpaid internships. Whether an

internship is paid or unpaid is determined by each individual agency/organization. For assistance in obtaining an internship, please contact the Center for Career and Program Services.

While teacher candidate interns work fulltime in a school setting for one semester, the typical intern works ten to twenty hours per week. An average of forty-five hours of work is required for each semester credit hour pursued. Internships are appropriate for advanced undergraduate students working in fields that relate directly to their career goals or academic interests. Internships are normally taken within a semester or two of the student's date of graduation. All internships must be approved prior to beginning the experience.

Criteria used in approving internships:

- There must be a clear and specified relationship to an academic program.
- Placement must be at a professional level of responsibility appropriate for university credit.
- Internship credit is not appropriate in an organization where a student is already employed. Exceptions may be appropriate under special circumstances. All exceptions must be approved by the School Dean and the Vice President for Academic Affairs*.
- Internships involving potential conflict of interests are not appropriate.
- Internships require prior approval of authorized officials including, the advisor, Department Chair/Internship Coordinator, and/or School Dean.
- A written agreement signed by a site supervisor and the School Dean is required. A copy of the signed agreement must be on file in the School Dean's office. A list of all approved internship sites can be verified through records maintained in the Office of Academic Affairs.

* Paid internships, by their nature, can create a conflict of interest between educational goals and work required to receive a paycheck.

The conditions of an internship should be finalized with the student before he or she reports for the assignment. These include the nature of the internship, supervisory arrangements, specific responsibilities of the intern, work schedules, and expected learning outcomes. It is expected that agency supervisors will provide a safe environment in which students can work and the materials that students need to complete their internship assignments (a desk, computer, etc). Once the internship begins, agency supervisors should review students' work with them regularly and treat them as professionals. The supervisor must also complete the supervisor's evaluation form which is due on the last day of classes in the semester in which the internship is taken. The units of credit applied to the internship are determined by the vertical curriculum for each degree and are based on certification/licensing requirements, best practices in higher education, and standards of professional societies as evidenced in the rationale for the curriculum.

For example, a maximum of 3 units is applied to the major in Business Administration. Units exceeding three are considered elective units and may be applied toward the overall unit total needed for a degree.

Roles

The Intern fills a position offered by a sponsoring organization and executes duties commensurate with careers and occupations found within his/her major in order to receive appropriate academic credit. The Internship Coordinator for the School reviews the students' qualifications for an internship, discusses available internships with the intern, and assigns the intern to an opportunity that is desirable in terms of the intern's interests and career goals. The primary supervisor of the intern is the University's course instructor or faculty advisor. The agency's on-site supervisor has daily oversight of the intern.

All programs allowing internships must have an Internship Coordinator. He/she is responsible for arranging the internship and communicates with the intern's course instructor. The Coordinator is the University's liaison with the on-site supervisor and normally has minimal contact with the intern during the course of the internship. The Coordinator also serves as the resource person for any general program problems that might arise during the internship. The Course Instructor is the intern's Supervisor and is responsible for setting the criteria for performance, observing the intern periodically, monitoring the student's progress, grading the student, resolving any immediate concerns related to the internship, and securing all evaluation documents.

Internship Provider

The Internship Provider must agree to the learning objectives, monitor student progress and make regular reports to the Faculty Advisor, Department Head or Dean. Progress reports provided by the Course Instructor should include attendance as well as qualitative assessments of student learning. The Internship Provider must agree, in writing, to a contractual arrangement which must be approved by the Vice President of Academic Affairs and the University Attorney.

Documentation

The department/school must make available to the student and the Internship Provider copies of program documents and contracts describing the purpose and principles of the internship, including the activities and work involved.

Assessment and Feedback

The department/school must provide scheduled contact with the Internship Provider for feedback and assessment of the student's performance and the suitability of the site/provider. The department/school must provide routine assessment of internship providers to ensure quality learning experiences.

Internship Grading

Grades for internships are determined by the evaluation completed by the course's instructor and from input provided on the evaluation forms completed by the internship onsite supervisor.

Carl S. Swisher Library

Greek Letter Advisory Council / Professional Service Organizations Advisory Council

Nursing Majors Embrace Technology

GENERAL ACADEMIC INFORMATION

The procedures, policies, and regulations stated in this section are designed to assist Bethune-Cookman University students during their matriculation.

Each student is assigned an advisor at the time of admittance to the University. Advisors are assigned according to the student's major. Advisors are also assigned to undecided majors. The advisor will give advice on required 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 university degree.

ACADEMIC REGULATIONS

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

Special attention should be given to the following regulations.

ATTENDANCE

COMPULSORY CLASS ATTENDANCE:

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

UNEXCUSED ABSENCES: No student will be permitted unexcused absences from class.

EXCUSED ABSENCES: Excused absences include those incurred by the student's participation in university or class sponsored activities. Examples of excused absences include band, chorale, gospel choir, athletic teams, field trips, family emergencies, and significant illness. (Proof of family emergencies and illness is an important factor in being permitted to make up missed assignments, tests, etc.)

EXPECTED ABSENCES:

Students are responsible for informing their instructors of any anticipated absence(s) from class. Students who are ill are advised to report to the Adams Infirmary where their illness can be documented and submitted to instructors for consideration.

VERIFICATION OF ATTENDANCE:

Each semester, the Office of the Registrar requests faculty members to verify student rosters by 1) directing students, whose names do not appear on their class rosters, to its office in order to be enrolled properly into the course, and 2) reporting names of students who appear on their

rosters, but who have not reported to class. These students are listed as a "No Show." Once generated, the Verification of Attendance Report is sent to the Registrar's Office according to the announced deadline. Students who are reported as "No Shows" will be dropped from the roster for those classes.

The Office of Academic Affairs does not issue excuses for student absences.

SYLLABUS/OUTLINE:

The course syllabus/outline is an agreement between the teacher and the student. Students should receive a syllabus/outline at the beginning of the term for each course they are enrolled in.

CONFERENCES WITH ADVISOR:

Students are expected to arrange regular conferences with their academic advisor according to the advisor's posted schedule. Conferences may also be scheduled with advisors through individual appointments. Mandatory conference(s) are required before registering for classes each semester and before completing the University's Application for Graduation.

(The Registrar recommends that senior students make appointments in the Registrar's Office for degree audits and to file degree applications as soon as they earn 92 semester hours.)

CONTINUOUS ENROLLMENT IN CERTAIN GENERAL EDUCATION COURSES:

Students must enroll in general education **mathematics, English, reading, speech, and freshman seminar** courses each semester until they have passed these courses with the minimum acceptable grade. Each of these courses requires a C or better final grade.

FINAL EXAMINATION SCHEDULES:

The Office of the Registrar will schedule final examination dates, times, and locations.

OVER THIRTY (30) YEARS OF AGE:

Students over 30 years of age, at the beginning of their matriculation at the University, are exempt from physical education activity courses.

SENIOR SEMINAR ENROLLMENT PREREQUISITES:

Before students may enroll in senior seminar classes (499), they must have passed EN 131and EN 132. Students may also be required to satisfy discipline or major-specific prerequisites.

STUDENT COURSE LOAD:

COURSE LOAD RESTRICTION:

- Students on academic probation will be limited to a maximum load of 15 semester credit hours. (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 semester in which the student wishes to carry the overload. Permission for overload includes summer sessions with a load of nine hours or more.
- **SENIOR STUDENTS** (students with 92 or more earned semester hours.) may take up to 23 hours each semester during their senior year. Tuition charges will be assessed according to current rates set by the Office of Fiscal Affairs.

LAST THIRTY (30) HOURS:

In order to graduate, students must complete the last 30 semester hours of major area courses at Bethune-Cookman University. Any exception must be approved by the appropriate academic school dean.

GRADES:

ISSUANCE OF "I" (INCOMPLETE) GRADES:

Instructors may issue “I” or Incomplete grades to students who, for legitimate reasons, have not completed coursework at the time final grades must be submitted. At the time the request is made, the student must be passing the course with the required minimum grade for the course. At the discretion of the instructor, an “I” grade may be given to a student who is experiencing extraordinary personal challenges but who has not formally requested an Incomplete grade.

REMOVAL OF "I" GRADES:

It is the student’s responsibility to initiate action to remove “I" grade(s). Students receiving one or more "I" grades must report to the instructor(s) who issued the grade(s) within the first week of classes in their next semester of enrollment. The assignments needed to remove the "I" grade(s) must be completed within the first six weeks of the semester of re-enrollment. Failure to follow through with the steps to remove “I” grades will cause ‘I's to automatically change to ‘F' grades.

GRADE CHANGE AFTER ONE YEAR:

The University does not permit grade changes after one year.

GRADE CHANGE AFTER GRADUATION:

Upon graduation, the University closes a student's academic record. No grade change is possible after a student has been graduated from the University.

GRADE REPEAT POLICY:

A student may repeat any course in which he or she receives a D or F grade. The University will only compute the hours earned from the higher grade in the calculation of the cumulative grade point average (GPA). If a student makes the same grade in the repeated course, the grade for the repeated course will NOT be recalculated into the student's GPA.

GRADES ON PERMANENT RECORD:

All grades, courses, and hours attempted and earned remain a part of the student's permanent record.

GRADE FORGIVENESS:

When students change their major from one academic school to another, a maximum of (8) failed course hours ("D" or "F"), or a maximum of two (2) courses, 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" by obtaining the appropriate approval by their advisor and the Academic Affairs Office. The student must have officially changed their major and spent at least one (1) grading period in the new major (taking and passing at least one (1) course required for the new major). The completed form should be returned to the Office of the Registrar. General education courses are not eligible for grade forgiveness.

NONFORGIVENESS OF GRADES EXCEPTION:

The University will not forgive grades in cases where it has been able to validate that a student registered for 12 or more semester hours for the sole purpose of receiving financial aid.

REQUIRED REPEAT:

Major Courses: Students are required to earn at least a grade of "C" in their major fields of study. The University will only compute the hours earned from the higher grade in the calculation of the cumulative grade point average (GPA). If a student makes the same grade in the repeated course, the grade for the repeated course will NOT be recalculated into the student's GPA. All grades, courses and hours attempted/earned, remain a part of the student's permanent record.

General Education Courses: Students are required to earn a grade of "C" or better in English, mathematics, reading and speech courses: EN 131, 132 or (EN 134 & 135 Honors), MAT 131, MAT 132, MAT 134 or (MAT 135, 136 OR MAB 138), (MA 141 & 142, Honors), RE 260 (RE

261 Honors), and SC 230 (SC 240 Honors). Students will be required to repeat these courses if they earn a grade of “D” or “F”.

RIGHT TO APPEAL A FINAL GRADE:

Every student has the right to appeal final grades given by an instructor. Steps in the grade appeal process are outlined under "Student Grade Appeal."

TRANSFER ACADEMIC CREDIT:

TRANSFER GRADES ARE NOT COMPUTED IN GPA:

Grades which students earn while enrolled at other institutions may be transferred back to the University. However, these grades are not computed in the student’s cumulative grade point average.

COMMUNITY COLLEGE GRADES DO NOT QUALIFY AS UPPER LEVEL:

No courses completed at a community or junior college will be accepted by Bethune-Cookman University for upper School (300-400) credit. The courses offered by a university or four-year institution held on a community or junior college campus may receive consideration.

RESTRICTION ON PREVIOUSLY EARNED CREDITS:

Generally, there is 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 University and from other colleges and universities will be evaluated by the appropriate department on a case-by-case basis to determine whether grounds exist for possible exceptions to this rule. For persons entering the University’s School of Nursing, major courses more than five years old will not be accepted.

INDIVIDUAL "D" GRADES NOT ACCEPTED FOR TRANSFER:

The University does not accept the transfer of individual "D" grades. It does, however, accept “D” grades when they are a part of a previously earned Associates of Arts or Bachelor’s degree from another regionally accredited college or university.

DEVELOPMENTAL COURSES NOT TRANSFERABLE:

Developmental courses cannot be transferred into the University.

TO WITHDRAW FROM BETHUNE-COOKMAN UNIVERSITY:

Withdrawal from the University can only be successfully completed by following specifically prescribed steps. Failure to follow the process to the end may result in unnecessary charges to the student's account and/or failing grades.

A student who wishes to withdraw from the University should pick up a Withdrawal Form from the Center for Career and Program Services. The Withdrawal Form requires several clearances and the form cannot be processed without each required signature.

If final examinations are scheduled to take place 10 days or less at the time the student begins the withdrawal process in either the Fall or Spring Terms, he or she will not be allowed to withdraw from the University. If final examinations are scheduled to take place 5 days or less at the time the student begins the withdrawal process during either the Summer A or B Term, he or she will not be allowed to withdraw from the University.

Proper withdrawal from the University will result in a notation of "W" being placed beside each course the student enrolled in the semester or summer term of the withdrawal. Failure to properly withdraw will result in F grades for each course.

PRIVACY OF 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 to any party without a written request from the student. The Family Education Rights and Privacy Act (FERPA) of 1974 gives the University the right to make public, at its discretion and without prior authorization from the student, the following information: name, class, home or college address, telephone number, major field, date and place of birth, dates of attendance at Bethune-Cookman University, degrees, honors and awards received, and previous school most recently attended. FERPA also gives students the right to place limitations on the release of this particular information. A student who wishes to place limits on the release of this information must file a restriction form with the Office of the Registrar by September 15 of each year. The University does not indiscriminately release information about individual students. All persons with access to student records are required by the University to sign a statement of confidentiality.

Official transcripts of student academic records, for transfer to another institution or for 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 University appears on them. Unofficial copies of transcripts are available only to the student. As a safeguard against improper disclosure of academic information, transcript requests will not be accepted over the telephone or by email.

There is a fee for official or unofficial transcripts. The University issues two complimentary official transcripts, along with the diploma, to each of its graduates.

Requests for official 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 made of the required fee. A transcript of a student's record, received from another university or college, becomes a permanent part of the student's file at Bethune-Cookman. The transcripts cannot be forwarded to another institution. Should a student need a copy of the transcript, he or she must make an original request from the previous institution.

COURSE CREDIT AND GRADING INFORMATION

Unit of Credit:

Bethune-Cookman University awards semester credit hours. One semester credit hour 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. Classes run for approximately 15 weeks. Semester hour credits are also awarded for courses which are shorter than 15-weeks; however, in these instances class periods are longer in order to reach 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 required minimum passing grades.

GRADING SYSTEM

Students are graded according to the following grade point average (GPA) system

A. Used in GPA Computation:

Grade	Interpretation	Point Value
A	Excellent	4
B	Good	3
C	Average	2
D	Poor	1
F	Failure	0

B. Not used in GPA Computation

I	Incomplete	Becomes an “F” if not satisfied by date given on the University Calendar
DR	Dropped Course	No Credit
W	Withdrawal	Official Withdrawal from the University
AU	Audit	No Credit
NR	Repeat	Repeat
FG	Forgiven Grade	Replaces D or F for freshmen only

NG	No Grade Assigned	No credit
NS	No Show	No Credit

Full-Time Course Load: Students registered for 12 or more semester hours.
Part-Time Course Load: Students registered for less than 12 semester hours.

Grade Point Average Calculation Example:

If a student received an "A" in three 3-hour courses, a "B" in two 3-hour courses, and a "C" in one 1-hour course, the GPA would be computed by using the following method:

	Credit hours for Course	Quality Points per hour	Quality points per course
		(A = 4, B = 3, C = 2, D = 1)	
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 ÷ 16 = 3.50).

Bethune-Cookman University rounds off each student’s grade point average to the nearest hundredth (e.g. 3.504 = 3.50; 3.505=3.51). Therefore, grade point averages will NOT round off to the nearest tenth (e.g. 3.56 = 3.56, not 3.6).

Explanation of Course Number System:

101-199	Freshman Courses
200-299	Sophomore Courses
300-399	Junior Courses
400-499	Senior Courses

“**H**”- Printed next to course number indicates Honors courses.
“#”– Printed next to course number (SC 230 **5**) indicates an extension site course location.

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 with the instructor and/or department chair and school dean. If the student is unable to have the situation resolved at these levels, he or she may file an official Grade Appeal. G**rade appeals must be initiated within 6 weeks after the conclusion of the semester in which the course(s) was taken.**

Steps in the grade appeal process are as follows:

1. The student submits a written statement to the Dean of the school in which the course was taught within six weeks of receiving the final grade. The written statement sets forth the complaint, efforts to resolve it, and supporting evidence or justification for the complaint. Upon receipt of the appeal statement, the dean should provide a copy of the complaint to the instructor of the course or other 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 examine any additional evidence and information that the instructor or the person concerned may have in support of the final grade that the student received. Both the student and the professor shall each receive reasonable notice of the time and location of the hearing and be permitted to be present. In addition, the parties shall have the right to present evidence and to examine any witnesses who are present. Taking the supporting data into consideration, the committee makes a recommendation to the dean. The dean, then, renders a decision in the case. The decision is immediately communicated, in writing, to the student, the instructor concerned, and the committee.
3. If the student or the instructor is dissatisfied with the decision of the school dean, either may appeal to the Vice President for Academic Affairs (VPAA). If this is done, the VPAA will review all of the information and, if the VPAA determines appropriate, will refer the matter to a committee** who will investigate the situation further and render a decision in the case. The decision of the committee will be communicated by the VPAA to the all parties involved.

*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 a senior student(s).

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-CU courses, which are required by the General Education Program (GEP), may also be used to satisfy the Gordon Rule. The General Education Program courses which may satisfy Gordon Rule requirements are the following follows:

Gordon Rule Requirement:	GEP Courses Which Satisfy
1. Six (6) hours of math at the level of college algebra or higher	(1) College Algebra 131College Mathematics 132 or equivalents (2) Statistics or Computer Science
Any 300 level or above course in math, statistics or computer science may also be used to fulfill 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.	(1) Six (6) hours of College English 131-132 (2) Six (6) hour sequence of History, Religion

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

ACADEMIC TERMS

Fall Semester:	August - December
Spring Semester:	January - April
Summer Session A:	May and June
Summer Session B:	June and July

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 will result in 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 University. If students receive recognition through academic dishonesty, the value of the recognition is diminished, and the reputations of the University and its graduates are jeopardized. Thus, academic dishonesty hurts the University and is unfair to other students.

This information is intended to help students understand academic honesty and provide guidance on how to 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 are found in the University's Student Handbook.

When there is reason to suspect a student has violated either a University policy on academic honesty or the instructor's specific codes, as found in the course syllabus, the instructor should discuss the charges and the evidence with the student, preferably in private. Without taking punitive action, the instructor will submit a written report to the school dean through the department head. The instructor’s report should include such information as the instructor's charge against the student, evidence supporting the instructor's charge, and a summary of the discussion between the student and the instructor, including any admission or denial of guilt.

Upon receipt of the instructor's report, the school dean will inform the student, in writing, of his/her right to a hearing and enclose a copy of the instructor's entire report. The student will not be permitted to withdraw from the course during an academic dishonesty investigation. If the student does not request a hearing by the school dean, the dean will render a decision and, subsequently, notify the instructor and the student. A copy of the dean’s decision will be forwarded to the Vice President for Academic Affairs. If the student chooses to appeal the dean's decision:

1. The student will be permitted five (5) school days from receipt of the dean's letter to request an appeal before the Administrative Panel. The letter requesting the appeal shall be submitted to the Vice President for Academic Affairs.
2. If the request for appeal is granted, then the Vice President for Academic Affairs will schedule a hearing.
3. At the appeal hearing, all parties will have an opportunity to respond to the charges, to present evidence and/or argument on all issues involved, and to present rebuttal evidence. The hearing will be conducted in an informal but orderly manner.
4. The decision of the Administrative Panel is considered to be final.

COURSE SUBSTITUTIONS

Students may request that a course previously taken at another institution or at Bethune-Cookman University be used in place of specific course or degree requirement for a program at BCU. Students must obtain the Course Substitution Request form from the Registrar's Office and obtain appropriate signatures (approval) as indicated on the form: major area advisor, the department head of the area responsible for the substituted course, and the dean of the academic school, which offers the substituted course. The form must then be submitted to the Office of the Vice President for Academic Affairs for final approval.

CREDIT BY EXAMINATION

Students desiring credit for a course through examination must contact the department head of the area which offers the course. SOME 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 and approved by the department head, the student follows the following steps:

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

INDEPENDENT STUDY

1. Independent Study may take place only after other alternatives have been exhausted.
2. Independent Study must be approved by the instructor, the department head, the school dean, and the vice president for academic affairs.

3. 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.
4. Independent Study may be taken only by matriculating students who are in acceptable standing.
5. Independent Study may be administered only by full-time faculty.
6. Independent Study courses are limited to **one (1)** in a student's major program of study.
7. A student will pay the normal course fee for an Independent Study course.
8. Independent Study will not be granted if the course is being taught during the same semester at any Bethune-Cookman University location within a 60 mile radius of where the student normally attends class.
9. Under no circumstances will Independent Study be approved after two weeks from the start of a semester or after the first week of a summer session.
10. Independent Study must be for a course listed in the undergraduate catalog.
11. This Independent Study policy applies also to special students (non-degree seeking) who enroll in certificate/special programs.

ADD-DROP POLICY

Adding a Class

Students desiring to add a course may do so only during the "Change of Program" period, from the first day of classes until the last day of the add period as published in the official University calendar and/or registration instructions. Approval of the student's academic advisor is necessary before any course change can be made. Added courses are not completed until appropriate forms are submitted to the Office of the Registrar.

Dropping a Class

A student desiring to drop a course should initiate drop procedures with the classroom instructor. Approval by the student's academic advisor is also necessary. A course may be dropped from the first day of classes to the last day of the drop period as defined in the University calendar or in registration procedures. Drops are not official until appropriate forms are completed and submitted to the Office of the Registrar.

A reduction in course load may jeopardize a student's eligibility to participate in campus activities and athletics or to receive financial aid benefits.

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 credit hours (not to include

developmental courses): 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 at Bethune-Cookman University.
3. Upon the recommendation of the director of the Honors Program, "Honors Program Graduate" will be written on the diploma of an Honors Program student who has completed 21 credit hours of honors courses and who has maintained a CGPA of 3.3.

NOTE: Bethune-Cookman University rounds off grade point averages to the nearest hundred; i.e., 3.50. Therefore, grade point averages will NOT be rounded off to the nearest tenth; i.e., 3.56 = 3.56, not 3.6.

ACADEMIC PROBATION AND DISMISSAL

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

Semester Hours	*Class*	*Minimum Acceptable Standing*	*Probation*	*Automatic Dismissal*
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

Bethune-Cookman University's Freshman Forgiveness Policy permits a freshman to repeat a course and have the repeated grade computed in his/her GPA in place of the originally earned grade. While the student's GPA is improved by earning the higher grade, the original grade also remains on the transcript. The original grade is also included in the calculation of credit hours attempted.

II. SATISFACTORY ACADEMIC PROGRESS:

A student who fails to accumulate 15 college-credit hours and at least a 1.85 cumulative grade point average (CGPA) after being enrolled for three semesters will be dismissed for one academic semester. A summer session may be included in the three semesters. During the dismissal, the student should avail himself to opportunities to remove deficiencies. If a student elects to take classes at another institution during the semester away from the University, a transcript of such work must be presented to the Academic Appeals Committee upon application for readmission.

III. RECORD OF ACADEMIC PROBATION AND DISMISSAL

Academic probation and dismissal will be indicated on the student's transcript. A student may matriculate on probation for a maximum of two consecutive semesters before being academically dismissed. A student will be dismissed permanently upon the third academic dismissal.

Since credits and NOT grades transfer back into the University, students who are academically dismissed and desire to raise their CGPA to acceptable standing may accomplish this through enrollment in the University's Summer Term A or B session. Students who attend the Summer Term A or B session at the University, but whose grades from summer classes do not raise their CGPA to continuing status, will remain on academic dismissal.

IV. READMISSION AFTER DISMISSAL

Students that are academically dismissed from the University are required to sit out for one full semester. In order to reenter the University, following at least one semester out on academic dismissal, a student must complete a readmission application available in the Office of the Registrar.

DISMISSED STUDENTS MAY APPEAL FOR READMISSION

Appeal Process

Any dismissed student may appeal his or her academic dismissal to the Academic Appeals Committee. The appeal must be in the form of a written letter delivered, mailed or emailed to the Vice President for Academic Affairs (VPAA). Should the committee recommend continuation, the VPAA may permit the student to continue for one additional semester. All appeal letters should be sent to the VPAA no later than the first day of the registration period for the semester the student wishes to return to the University (Students that are appealing their academic dismissal should not complete a readmission application form).

If readmitted, the student resumes the exit cumulative grade point average (CGPA) probationary status with a maximum load of 15 semester hours. Failure to achieve the CGPA required during

the semester of reinstatement will result in dismissal from the University, except in cases where the student achieved at least 3.00 average during that semester. If readmitted, the student is obligated to demonstrate significant progress at the end of the term in order for continuous enrollment to be permitted. Readmitted students agree to specific conditions and jeopardize enrollment beyond the semester they are allowed to enroll, if they fail to fulfill the stated conditions. Readmitted students will receive official notification of the specific conditions, if they receive a favorable response to their appeal requests.

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.

THE UNDERGRADUATE CATALOG SELECTION:

Students may elect to graduate using either the undergraduate catalog under which they first entered the University or the undergraduate catalog in effect at the time they apply for graduation. It the student is not enrolled in the University for five or more years, he or she must be guided by the catalog in effect at the time of their return to the institution. Beginning Fall 2009, students are required to formally declare their choice of catalog when completing the official Application for Graduation.

GRADUATION REQUIREMENTS:

Only students, who have completed all academic requirements and all financial aid obligations, will be allowed to participate in commencement exercises. Additionally, the Office of the Registrar must receive all official transcripts, which include transfer credits necessary for satisfying graduation requirements, **BEFORE** a student is allowed to participate in commencement exercises.

Students must meet and/or satisfy the following requirements in order to be graduated from Bethune-Cookman University:

A. Satisfactorily complete a major in a field of study with a minimum of 120 semester hours of course work and have a minimum cumulative grade point average of "C" or 2.0.

B. Students must also have twice as many grade points as hours earned.

C. Pass, at a predetermined level, a senior exit examination. The senior exit examination may also include a standardized/state mandated examination as well as a major area comprehensive examination.

D. Complete a senior research paper or project and an oral defense.

E. File an Application for Graduation with the Office of the Registrar no less than 60 days prior to the graduation date.

F. Demonstrate sound ethical character and high standards of conduct consistent with the policies of the University.

G. Assume full responsibility for completing all requirements for the degree and fully satisfy all financial obligations to the University, including participating in a financial aid exit

interview through the Financial Aid Office. Reporting for the financial aid exit interview is a **FEDERAL GOVERNMENT REQUIREMENT** for students who have received assistance through federal student loans during their matriculation at Bethune-Cookman University.

H. Complete all work necessary for the removal of any incomplete grade in time for evaluation by the instructor and submission of the grade change to the Office of the Registrar.

I. Have on file in the Office of the Registrar all official transcripts for course work taken at other universities, especially if the course work is to be counted towards degree requirements.

J. Spend at least one full year of residence in study at Bethune-Cookman University. Any exception must be approved by the dean of the school where the student is a declared major.

K. File resume/personal data sheet and references with the Center for Career and Program Services office, located on the first floor of the Parlin Student Center.

L. Return all books and, if necessary, pay all library fines to the University Cashier's Office.

M. Pay any and all outstanding parking fines to the University Cashier's Office.

RELEASE OF DIPLOMAS:

Diplomas are not released to students until all grades (including transfer grades) and test scores have been posted to the transcript. All final financial obligations, including the Financial Aid Exit Interview, must also have been satisfied through the Student Accounts Office and the Financial Aid Office before a student's diploma can be released.

INTELLECTUAL PROPERTY

PURPOSE

To set policy regarding trademarks copyrights, patents, and revenue related thereto.

ACCOUNTABILITY

Under the direction of the President, the Executive Vice President for Administration and Finance, Vice President for Academic Affairs, and the Academic Deans shall ensure compliance with this policy. The Office of Institutional Research, Planning and Accreditation shall implement this policy. The Deans shall ensure that each new faculty member receives a copy of this policy or is directed to it in the Faculty Handbook or on the B-CU web site.

APPLICABILITY

This policy applies to all faculty members, staff, students and any other person employed by Bethune-Cookman University.

1. General Policy

1.1. As an institution of higher learning, Bethune-Cookman University is entrusted with the responsibility to facilitate application of scientific, technical, artistic, and intellectual endeavors for public use and to provide for an equitable disposition of interests among the authors or inventors, the University and, where applicable, the sponsoring or contracting funding source.

1.2. The University recognizes that faculty, staff, or student research and scholarship may result in materials subject to intellectual property protection, including material subject to copyright or patent protection. It is the policy of the University that such research and scholarship should be undertaken to serve the public interest by encouraging scholarly activity without regard to potential financial gain. However, the University recognizes that appropriate recognition and incentives should be given to sponsors, inventors, and authors.

1.3. The Intellectual Property Policy, as adopted, shall apply to all faculty, staff, students, and to anyone using university facilities or supervised by university personnel. Individuals employed by, enrolled in, or using university facilities agree to abide by this policy as a condition of their employment, enrollment, or use.

2. Definitions

The following terms shall have the following meanings for purposes of this policy:

a. "**Commissioned Projects**": Works or Inventions created or developed (1) specifically or predominantly for use by or at B-CU, or (2) at the request or on behalf of B-CU, or (3) under the specific direction of, or (4) by a person acting within the scope of his or her employment at B-CU, or (5) under a written contract between the Developer and B-CU, or (6) under a contract between B-CU and an external agency. "Traditional Works of Scholarship" will not be considered "Institutional Works" for the purposes of this policy.

b. "**Developer(s)**": The individual or group of individuals who create material subject to copyright or patent protection. The term Developer, as applicable, is co-extensive with the term "author" as used in the Copyright Act (17 U.S.C. §102) and the term "inventor" as determined by the Patent Act (35 U.S.C.A. §100 et. seq.).

c. "**Institutional Resources**": Tangible resources provided by B-CU to a Developer, including, but not limited to, financial resources, office space, lab space, equipment, electronic network resources (both hardware and software), support personnel, secretarial support, research, teaching and lab assistants, assistance from graduate students or work-aid students, media specialists or illustrators, supplies, and utilities. The term "financial resources" as used herein includes grants and contracts or awards made to B-CU by an extramural sponsor.

d. **Instructional Materials.** Works created by or for instruction of B-CU students, including but not limited to textbooks, study guides, outlines, and other classroom materials.

e. **Inventions.** Material that is subject to patent protection under the Patent Act, (35 U.S.C.A. §100 et. seq.), which provides that patent protection is granted to "whoever invents or discovers any new and useful process, machine, manufacture, or composition of matter, or any new and useful improvement thereof."

f. **Trademarks.** Words, designs, or devices that are subject to trademark protection in the University under the Lanham Act, (15 U.S.C.A. §1051 et. seq), which provides that trademark protection is granted to "any word, name, symbol, or device, or any combination thereof used . . . to identify and distinguish his or her goods, including a unique product, from those manufactured or sold by others and to indicate the source of the goods, even if that source is unknown."

g. **Traditional Works of Scholarship.** Works reflecting research and/or creativity which is considered evidence of accomplishment in the Developer's academic discipline or professional field, and is specifically created to be predominately used by persons or entities other than B-CU and/or its students. Such works include, but are not limited to, books, book chapters, journal articles, abstracts, student theses, plays, poems, pictorial and sculptural works, films, cassettes, musical compositions and other literary works, to the extent that such works do not fall within the scope of the term "Commissioned Projects."

h. **"Works."** Material that is subject to copyright protection under the Copyright Act, (17 U.S.C.A. §101, et seq.), which provides that copyright protection subsists in "original works of authorship fixed in any tangible medium of expression, now known or later developed, from which they can be perceived, reproduced, or otherwise communicated, either directly or with the aid of a machine or device."

3. Trademark Usage

3.1. Trademarks may only be used with the permission of the University. Requests for trademark usage must be directed to Fiscal and Financial Affairs.

4. Copyright Ownership and Revenues.

4.1. Copyright ownership of Commissioned Projects shall vest in the University at the time of creation. Notwithstanding the foregoing, copyright ownership of Instructional Materials shall vest in the Developer at the time of creation.

4.2 The owner of the copyright shall have the exclusive right and authority to determine whether the work shall be licensed or otherwise transferred and, if so, the terms and conditions of such license, except that:

4.2.1. The Developer of any Instructional Material shall grant a perpetual, non-exclusive, non-sub licensable, royalty-free license in the Instructional Material to the University; and

4.2.2. The University shall seek input from the Developer of any work that the University has determined to license or otherwise transfer if, and only if, the Developer is still employed by the University.

4.3. Any and all monetary revenues derived from a Commissioned Work shall be paid to the University, which shall retain fifty percent (50%) and pay fifty percent (50%), in equal shares, to the Developer(s).

5. Patent Ownership and Revenues.

5.1. Developers shall assign any and all patent rights in any Invention resulting from a Commissioned Project or the use of Institutional Resources to the University. The University shall have the exclusive right and authority to determine whether the work shall be licensed or otherwise transferred and, if so, the terms and conditions of such license or transfer, except that the University shall seek input from the Developer of any Invention that the University has determined to license or otherwise transfer if, and only if, the Developer is still employed by the University.

5.2 Any and all monetary revenues derived from a patent shall be paid to the University, which shall retain fifty percent (50%) and pay fifty percent (50%), in equal shares, to the Developer(s).

6. Sponsored Research or Development.

6.1. In the event that a Work or Invention is created, subject to a contract with a third party sponsor, then the contract may vary the terms of copyright ownership and revenue distribution if, and only if, the University has approved and is a signatory to the contract.

Graduation Day

CIVIC PARTICIPATION AND SOCIAL RESPONSIBILITY

Bethune-Cookman University's commitment to Civic Engagement and Social Responsibility is, in part, reflected in its 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 University has a history of service to the surrounding community as evidenced in such programs as its AmeriCorps Program. Through AmeriCorps, K-12 youth are provided one-on-one tutoring and mentoring by the University's students. B-CU students have given more than 130,000 service hours to community children.

The University's **International Institute for Civic Participation and Social Responsibility** is a central component of President Trudie Kibbe Reed's administration and long-term vision for the University and the larger community. The presence of the International Institute for Civic Participation and Social Responsibility demonstrates the University'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 University is committed to making its faculty, staff, student, and facility resources, available to the children, the men, and the women of Daytona Beach. This is done through an ever-increasing network of partnerships and collaborations. Several major components are associated with the work of the Institute, including an 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 involved in the Institute's components.

The University is also proud to be known as a Periclean institution of higher learning. In this capacity, Bethune-Cookman 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 University's undergraduate student body for active citizenship will forever be an important part of the University'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 change agents for those among our citizenry who are not as prepared to do so.

Students and staff 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 University 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 University's Board of Trustees voted to set aside interest from an almost 1 million dollar Vision Validators Program to be used to support the higher education aspirations of children who are long-term participants in the University's Saturday reading program. 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 to take down the game stations, clean the grounds, load tables, chairs, and perform other tasks associated with running a successful festival long after all others have departed The festival is a partnership between B-CU, 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 University's sports teams such as the football and softball teams are highlights of the festival and spend hours signing autographs for children and adults alike. The University's Concert Chorale performs regularly at this annual partnership event. The Festival is a major civic participation and social responsibility event.

The University's commitment to Civic Participation and Social Responsibility comes alive in its **Town Hall Community Meetings**. These important meetings are held both on and off campus and are facilitated by the University's President. Each sector of the University plays a vital role

in the overall success of the Town Hall meetings as issues are brought to the floor for discussion, debate, and consensus building through open dialogue and critical thinking. These gatherings offer excellent opportunities for students to present themselves as team/audience participants as well as facilitators for break-out sessions. The Daytona Beach community benefits daily from the presence of Bethune-Cookman University 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 who are enrolled in Reading 260 and Freshman Seminar 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 Westside Elementary School, David Hinson Elementary School, Campbell Middle School, Mainland High School, the Police Athletic League, the Mary McLeod Bethune Community Center, Daytona State College's 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 each November. As a completely free service, accounting majors prepare individual federal income tax returns for community residents and their fellow students as a part of their Volunteer Income Tax Assistance (VITA) program.

The University is committed to the health of the community that surrounds it and has opened the doors of the Chambliss Wellness Center to community residents. The Center is housed on campus as a separate wing in the School of Nursing building. The Center is staffed by members of the University's School of Nursing. Through the Chambliss Wellness Center, community residents receive free health screenings, prevention information, and referrals to more specialized facilities as needed. Nursing students routinely sponsor blood drives, breast and prostate cancer screenings, and conduct community health fairs.

The University'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."

Bethune-Cookman 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 in leadership roles for such bodies as the "Friends," an organization that supports area public libraries.

RESEARCH

Bethune-Cookman University has built a reputation as an emerging center for research, 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 University funds faculty research through grants made available through the Bethune-Cookman University Research Foundation. The University's Research Foundation Grant Program serves to stimulate and support faculty members' initial research prior to submission to external sources for funding. Some of the significant research efforts involve the University's service learning and civic engagement outreach programs, teaching and learning strategies, drug use prevention among youth, and instructional materials development in the basic skills, political activities, and sociological phenomena.

Modern Language Research is done in the University's International Studies Abroad program; 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 also requires their senior students to write a senior research paper. A faculty committee selects the best senior thesis paper from each school for publication in the Undergraduate Research Journal which is published by the University annually. The journal accomplishes the goals of showcasing graduating seniors and providing models of research and writing excellence for the larger student body.

Many of the University's faculty and staff members have distinguished themselves through work in their various disciplines and are renowned in their fields. 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*. University faculty members are also recipients of numerous awards and citations, including "keys" to various cities. Faculty members hold memberships in such professional societies and organizations as Phi Beta Kappa, Beta Kappa Psi, Pi Lambda Theta, Phi Kappa Phi, and the American Chemical Society. Both faculty members and students present their research findings at state, national, and international meetings and conferences.

The University Policy on Academic/Research Honesty

The University 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 university. This policy also extends to proposals submitted for external funding, papers presented as public presentations, written publications, and oral and written public address.

ACADEMIC SCHOOLS AND PROGRAMS

Information regarding academic programming at the University is found on the following pages. Additional information may be obtained from the deans and department heads of each academic school. The University reserves the right to withdraw or modify any course or to change instructors of courses as deemed necessary. Class locations are included on the registration schedules that are provided to students each semester and are posted on the University's website.

DEGREES

Bethune-Cookman University confers the Bachelor's and Master's Degrees in the following major fields:

Bachelor of Arts Degree CIP*Codes

English 23.0101
English Education 6-12/ESOL 13.1305
History 54.0101
International Studies/International Affairs 45.0901
Mass Communications 09.0499
Music Performance, 50.0903
Music Technology
Music Education K-12 13.1312
Political Science 45.1001
Religion and Philosophy 38.9999
Social Science Education K-12 13.1318
Sociology 45.1101
Speech Communication 23.1001

Bachelor of Science Degree

Accounting 52.0301
Biology 26.0101
Biology Education 6-12 13.1322
Business Administration 52.0201
Business Education 6-12 13.1303
Chemistry 40.0501
Computer Engineering 14.0901
Computer Information Systems 11.0401
Computer Science 11.0701
Criminal Justice 43.0199
Educational Studies 13.0101
Elementary Education K-6/ESOL 13.1202
Exceptional Student Education K-12/ESOL 13.1011
Gerontology 30.1101
Hospitality Management 52.0904
Integrated Environmental Science 03.0104
International Business 52.1101
Mathematics 27.0101
Nursing (or with RN-BSN Track) 51.1601
Physical Education K-12 13.1314
Physical Education - Recreation
Psychology 42.0101
Masters of Science Degree (Refer to the current Graduate catalog for details)
Transformative Leadership 52.0206

*Classification of Instructional Programs: 2000 edition

COMPUTING SERVICES AND RESOURCES

All residential halls are wired for access to the Internet. Personal computers, workstations, and specialized computing equipment, found in computing labs throughout campus, are available to all registered students. Computing laboratories are available in the Swisher Library/Learning Resources Center, Gross Science Hall, Gainous Science Annex, Harrison Rhodes Hall, Holmes Business Building, Kottle 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, Curtis Hall, and Lee-Rhyant Hall Wireless Internet access is also available at a variety of locations on campus, including the Science Building, Kottle Hall, Swisher Library, the Student Center, the Holmes Business Building, Moore Gymnasium, and lounge areas located inside of residential halls.

Students have access to computers that have a wide range of compatibilities, including personal computers that run the latest versions of Microsoft and Apple operating systems and Sun Solaris workstations that are connected to the University's academic computing network. 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 University is connected to Internet2, the high-speed academic research network. The Center for Information Technology (CIT) provides email 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 both residential hall students and commuting students.

ACADEMIC SUPPORT SERVICES

Bethune-Cookman University provides a broad array of academic support services for students designed to support them from matriculation to graduation. Academic support services are offered through both the Office of Academic Affairs and the Division of Student Affairs. The primary intent of these services is to promote a positive and caring environment that supports student learning consistent with the University mission. These services include academic tutoring, college preparation support, academic counseling, study skills lab, advisement support, testing services, honors program, and preparation for graduate school.

DEFINITION OF ACADEMIC SUPPORT SERVICES

Bethune-Cookman University defines academic support services as the collection of curricular and co-curricular services that are designed to enhance the academic experiences of all students.

Specifically, these services help students to establish and achieve academic goals and foster academic success through integrated programs that enhance retention and graduation.
The institution publishes academic services in the Student Handbook, special brochures, and on the University website. Additional information such as contact information and times of availability of academic support services is also distributed during new student orientations, library and tutorial lab orientations, and published in course syllabi. Services are outlined below:

CENTER FOR ACADEMIC RETENTION AND ENRICHMENT SERVICES (C.A.R.E.S)

The Center for Academic Retention and Enrichment Services (C.A.R.E.S.) provides students with a network of academic resources and a core of dedicated faculty, advisors, and staff who understand the unique challenges many students face as they matriculate through their first year. Courses are designed for students who demonstrate a need for two or more C.A.R.E.S. courses in mathematics, English, or reading. C.A.R.E.S provides enrichment for students through college level Student Life Skills courses. Academic Support Service labs are staffed by tutors and equipped with Promethean Boards and updated computers and software. C.A.R.E.S. seeks to develop critical-thinking, decision-making, problem-solving, leadership, and service-learning skills through all academic and non-academic services. For further information about C.A.R.E.S. refer to the Errata Sheet.

CENTER FOR ACADEMIC SUPPORT SERVICES

The Center for Academic Support Services (CASS) was established to enhance the learning experience for all Bethune-Cookman University students. The Center for Academic Support Services promotes the University's mission by fostering a positive learning environment that enhances and extends instructional activities and empowers students to take charge of their own learning. The mission of the Center for Academic Support Services is to improve student retention and persistence to graduation by enhancing student learning through the coordination of academic support services, including the New Student Program, advisement of undeclared majors, academic tutoring, and advisement services. The following is a brief description of the services that are offered by the Center for Academic Support Services.

New Student Program -The New Student Program consists of orientation and integration services for incoming freshmen and transfer students. These services are designed to introduce students to the full spectrum of academic services provided by the University, including academic advising, student financial support and services, testing services, and registration.

Advisement for Undeclared Majors - The Center for Academic Support Services provides advisement services for students who have not declared an academic major. The Center for Academic Support Services works in cooperation with the Center for Career and Program Services to help undecided majors choose a major that is compatible with their skills, personality, and career ambitions.

Academic Tutoring/Learning Services - The Center for Academic Support Services coordinates tutorial labs that are established to provide supplemental instruction and support in mathematics, English, and reading. Tutorials are provided by trained professionals and are designed to augment classroom instruction. The Center provides additional learning services, including inventories to help students identify the learning modalities that enhance their academic success.

Advisement Services - The Center for Academic Support Services coordinates all University advisement services. This support includes workshops and trainings for faculty and CARES advisors. The Center also provides assistance to the academic programs through the implementation of a comprehensive, integrated advisement program. The Center monitors the Standards of Academic Progress and maintains an academic referral system, as well as a structured monitoring program that provides students who fail to make adequate academic progress with the essential support needed to improve their academic status. These students are referred to additional support services as prescribed by faculty and staff.

ACADEMIC TUTORIAL LABS

Bethune-Cookman University provides assistance to students through Tutorial Labs that are available to all enrolled students. These labs provide both one-on-one and computer-based support linked directly to the University's mission to support the academic needs of students in reading, math, writing, business, education, and the natural sciences. Faculty can refer students to the tutorial labs based on course or program performance. The tutorial labs are equipped with instructional materials and staffed with qualified personnel to provide a prescriptive level of support to all Bethune-Cookman students. The University provides a staff of computer technicians, a network specialist, and lab specialists that maintain these labs, supervise student use, and serve as resources to faculty for evaluating course/program-specific software. Technological support for learning will be a priority for development over the next two years, and major improvements will be made as part of the Quality Enhancement Plan (QEP).

ACADEMIC ADVISING

Academic Advising is an essential component of the educational process and is committed to a program which strives to integrate students' personal and academic goals, address their cognitive and social development, and establish the relationship between education and life experiences. Each student is assigned an academic advisor whose role is to help the student clarify individual goals and develop a suitable educational plan, select an appropriate course sequence, and review the progress toward established educational goals. The Dean of each School assigns advisors, makes changes in a student's major, minor, or teaching field, and works with transfer students concerning transcript evaluation and the distribution of transfer credits among the requirements of the university.

TESTING SERVICES AND EVALUATION

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

- Placement Assessment - The Testing Office administers examinations to freshmen and transfer students for placement in reading, English, and mathematics. New and transfer students are given placement tests. Transfer students, holding an A.A. Degree from a regionally accredited community college, are exempt.
- Faculty testing support.
- Collegiate Assessment of Academic Proficiency Test (CAAP). This is a special test that measures how much students know about a particular subject. Sections included on the test are Reading, Mathematics, Science, Critical Thinking, Writing Skills, and Writing Essay. Except for the essay portion, all tests are in a multiple choice format. Calculators are allowed.
- College Credit - Bethune-Cookman University is a participant in the Advanced Placement Program (AP) and the International Baccalaureate Diploma Program (IB). 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 during the first six weeks of their first semester enrolled at Bethune-Cookman University.
- College-Level Examination Program (CLEP) - The College-Level Examination Program (CLEP) tests are offered to 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.
- National Test Center - The University also serves as a national test center for limited test offerings of the Educational Testing Service (ETS), including subject examinations of the Graduate Record Examinations (GRE).

HONORS PROGRAM

The Honors Program at Bethune-Cookman University seeks to provide expanded study opportunities for highly motivated and exceptionally qualified students. Freshmen and sophomore students invited into the program must maintain a 3.3 cumulative grade point average. Non-Honors Program students may also register for honors course, if they have a 3.3 cumulative grade point average, and if room is available in the class. The Honors Program Resource Center is fully equipped with Internet connections for Dell computers and Windows XP. The program also has testing tools for the GRE, GMAT, LSAT, along with graduate school guides for all perspective fields of study for students' use. The program has six Dell Notebook

Computers and four Dell Desktop Computers. These laptops are available to the Honors Faculty members (on a loan basis) for curriculum development and enhancement of their course delivery methods.

STUDENT SUPPORT SERVICES (TRIO PROGRAM)

The Student Support Services Program is a support program that is funded by the United States Department of Education. Students who meet the criteria (first generation college students and low income level) 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, keep appointments with counselors and, if necessary, attend required tutoring sessions.

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

1. To increase the retention and graduation rate of 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.

ACADEMIC SUPPORT SERVICES FOR STUDENT ATHLETES

Bethune-Cookman University is a member of the Middle Eastern Athletic Conference (MEAC) and has 323 student-athletes in 17 sports. The overall Team GPA for the 17 sports in the 2007-2008 academic year was 2.89. The Department of Athletics employs academic support personnel and sponsors an Academic Support Program for its athletes. The program is designed to provide academic advisement for student athletes and to ensure progress toward a degree. The program encourages student athletes to effectively balance academics and athletics and includes mandatory Study Hall and attendance monitoring. To celebrate achievements, awards ceremonies are held each semester to honor those athletes who demonstrate a commitment to academic excellence. The Department also has a computer lab for student-athletes. The lab is an additional academic support service in place to help increase student retention. Bethune-Cookman University also has an Athletic Committee that provides support to the Athletic Department.

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/Learning Resource Center (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 university archives. Special collections include 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 University.

The Swisher Library/LRC serves as a major focus for improving learning, teaching, and research. It addresses the academic, administrative, and cultural needs of the University through the provision of resources identified above as well as consultative services offered to faculty, staff, students, and visitors.

ACADEMIC COMPUTING

The Office of Academic Computing has established a Student Support Program that focuses on student success in the areas of technology use and support. Students also have access to computer labs throughout campus. Each computer lab has access to all necessary hardware and software used for instruction at B-CU. Students receive training on the use of Blackboard through their instructor. Students are also offered several training opportunities with software that is used in their courses. Students may also request one-on-one training through Academic Computing.

CAREER AND PROGRAM SERVICES

Bethune-Cookman University provides individual and group counseling sessions to assist students in developing interpersonal, social, and decision-making skills through the Center for Career and Program Services. Among the services provided is graduate school counseling, a service by which students are advised on graduate school options. In addition, students can receive GRE, LSAT, and GMAT preparation.

THE GENERAL EDUCATION CURRICULUM

INTRODUCTION:

The General Education Curriculum is a coordinated program of courses that provide opportunities for students enrolled in Bethune-Cookman University to demonstrate the general education competencies. The General Education Curriculum is a substantial component of each undergraduate degree, ensures a breadth of knowledge, and is based on a coherent rationale. The required coursework does not narrowly focus on skills, techniques, and procedures specific to a particular occupation or profession; instead, coursework draws from the following areas: humanities/fine arts, social/behavioral sciences, and natural sciences/mathematics.

MISSION FOR THE PROGRAM:

Undergirding the General Education Curriculum is the University's stated mission, "To serve in the Christian tradition the diverse educational, social, and cultural needs of its students and to develop in them the desire and capacity for continuous intellectual and professional growth, leadership and service to others." The General Education Curriculum provides all students, regardless of major, with a liberal arts foundation. Each baccalaureate degree is strengthened as a result of the inclusion of general education competencies that are required for every matriculating student.

PHILOSOPHY AND RATIONALE:

The primary goal of the general education program at Bethune-Cookman University is to provide a solid foundation in the areas of reading, English, and mathematics, and promote a commitment to a liberal arts core of courses designed to enrich the curriculum while providing skills and content necessary for success in major courses. Student Learning Outcomes exist for each general education course and directly support the Institutional Student Learning Outcomes: complex cognitive skills, practical knowledge and competency, appreciation of human differences and commonalities, and an integrated sense of identity and civic responsibility.

The University's General Education Curriculum core includes 39 credit hours of mission-aligned courses such as: English/Speech (9 credits), Reading (3), math (6), science (6), humanities (3), modern language (3), PE Activity (1), freshman seminar (Service Projects) (2), religion (3), and African-American history (3). These courses provide general education competencies and highlight the University's focus on intellectual growth, leadership, service, its Christian tradition, and recognition of its ethnic heritage. Upon completing the General Education core courses, B-CU students will demonstrate:

1. Knowledge and appreciation of the contributions of African-Americans in a pluralistic global society through a study of diverse cultures, religions, languages, and value systems of the world.
2. Creative and critical thinking for improved problem solving and decision-making for self and others.
3. A developing sense of identity that incorporates personal wellness.
4. Application of Standard English in oral and written communication.
5. Quantitative reasoning through application of knowledge, skills, and competencies in science and math.
6. Application of basic research techniques including the ability to document electronic and print sources for a specific discipline.
7. Technological literacy for successful matriculation in a degree program.

GENERAL EDUCATION CURRICULUM

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

Physical Education……..……..1 Semester hour
Marching Band and ROTC courses can substitute for this requirement.
PE Physical Education Activity 1 credit hour
(not required for students who are 30 or older at matriculation)

Literacy……..……..11 Semester hours

- EN 131 - College English I **and**
- EN 132 - College English I **or**
- EN 134 - Honors College English I
- EN 135 - Honors College English II
- AH, BU, ED, NU, SC, ES 110 - Freshman Seminar I
- AH, BU, ED, NU, SC, ES 111 - Freshman Seminar II
- RE 260 - Critical Reading **or**
- RE 261 - Honors Critical Reading

Math and Science……12 Semester hours

Math

- MA 131 - Math for Liberal Arts **and**
- MA 132 - College Mathematic**s or**
- MA 134 **-** College Algebra **and**
  (Science majors)
- MA 136 - Analytical Trigonometry **or**
  (Science majors)
- MA 141 - College Algebra, Honors
- MA 142 - College Mathematics, Honors
- MAB 138 - Applied Business Calculus
  (Business majors)
- BI 131 - General Biology (for non-science majors**) or**
- BI 150 - General Biology, Honors (for non-science majors) **and one of the following**
- CH 131 - Introductory Chemistry*** **or**
- ES 130 - Introduction to Environmental Sciences **or**
- PH 228 - An Introduction to Astronomy*** **or**
- PH 230 - Physical Science*** **or**
- PH 240 - Physical Science (For Honors only)

Social Sciences ……3 Semester hours

- HI 130 - African American History

Humanities ……12 Semester hours

- SC 230 - Introduction to Effective Oral Communication **or**
- SC 240 - Introduction to Effective Oral Communication, (For Honors only)

Any one of the following:

- HU 231 - Ancient to Medieval Humanities
- HU 232 - Renaissance to early Romantic Era Humanities
- HU 233 - Romanticism to Contemporary Humanities

Modern Language (3 credit hours)

- ML 131 **or**
- ML 132 **or**
- Equivalent

Religion and Philosophy……3 Semester hours
RP Elective (200-300)

Total ……..39 Semester hours

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 taking another speech communication or theatre arts course to satisfy the 3-hour general education speech requirement (SC 230). Testing is by appointment. Interested students should call 386-481-2713.

Notes: *Transfer students without the Associates of Arts degree may satisfy general education requirements through credits accepted from previous institutions.

***Not required for science and math majors.

COURSE DESCRIPTIONS FOR GENERAL EDUCATION CURRICULUM

EN 131 - College English I 3 semester hours
Prerequisite: EN 122 or an acceptable placement score. College English I is the first of two courses in college-level writing covering various rhetorical strategies. The course teaches principles for non-fiction prose, from pre-writing and organizing through revising and editing. Students are required to read, discuss, and analyze essays as well as autobiographical or biographical selections. Students are required to write several essays and a short documented research paper. Students should be prepared to write extensively and visit the Writing Center for remediation in basic grammar skills 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 novels provide the basis for advanced essay writing and practice in literary analysis. Students are required to submit an electronic writing portfolio for this course. Students are required to write several essays which may require research and documentation. Students should be prepared to write extensively. Attendance in the Writing Center may be required.

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. (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)

AH, BU, ED, NU, ES, SEM, SS 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 who must retake this course may choose a service learning alternative. Required of all students who are not transferring in 30 semester credit hours.

AH, BU, ED, NU, ES, SEM, SS 111 - Freshman Seminar II 1 semester hour
Prerequisite**:** AH, BU, ED, NU, SEM, SS 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 major-specific service learning. Major issues involved in career planning and development will be covered. Required of all students who are not transferring in 30 hours of college credit.

MAT 131 Liberal Arts Mathematics 3 semester hours
Prerequisites: An appropriate score on an approved mathematics examination and/or an S in MAT 122. Topics include voting techniques, fair division, apportionment, graph theory, linear and exponential growth, financial mathematics, and history of mathematics. This course is not intended for students whose program requires preparation for pre-calculus or calculus courses.

MAT 132 College Mathematics 3 semester hours
Prerequisites: An appropriate score on an approved mathematics examination and/or an S in MAT 122. Topics include set theory, symbolic logic, counting principles, probability, statistics, geometry, and applications. This course is not intended for students whose program requires preparation for pre-calculus or calculus courses.

MAT 134 College Algebra 3 semester hours
Prerequisites: An appropriate score on an approved mathematics examination and/or an S in MAT 122. This course is intended to instill critical thinking skills and the algebra skills necessary for further studies in mathematics and science. Topics include functions, function properties, graphs, operations on functions, working with a variety of equations, functions, and expressions including linear, quadratic, absolute value, radical, exponential, and logarithmic, inverse functions, and applications.

MAT 141 - College Algebra, Honors 3 semester hours
A course in college algebra, which covers topics that are not generally available to students not enrolled in honors algebra; 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.

MAT 142 - College Mathematics, Honors 3 semester hours
A course in college mathematics that includes sets, logic, counting systems, geometry, probability and statistics. Additional topics in this course may include matrix algebra and linear programming.

RE 260 - Critical Reading 3 semester hours
Prerequisites: EN 131. 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 the 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 critical analysis skills through the discussions and written evaluations of assigned readings. (Honors Program)

SCHOOL OF ARTS AND HUMANITIES

Fine Arts Building

The School of Arts and Humanities is a community of faculty, staff and students, who engage in life-changing experiences that challenge the mind, touch the soul, and lift the spirit. The academic programs housed in the School of Arts and Humanities actively seek to provide our students with the latest technologies and the most up to date creative and intellectual experiences. The six departments that make up the School of Arts and Humanities represent far more than a means of obtaining a degree; they represent an opportunity for a complete learning experience on an intellectual, emotional, and spiritual level. Guided by an outstanding faculty, students gain knowledge, values, and skills that encourage personal growth and prepare them for graduate studies, careers, and community services.

The School of Arts and Humanities also provides service and support courses for the fulfillment of the English, Reading, Religion and Philosophy, and Speech requirements of the General Education Program.

THE SCHOOL OF ARTS AND HUMANITIES MISSION

The mission of the School of Arts and Humanities is to promote the realization of the overall mission of Bethune-Cookman University and to prepare students for a globally-focused, ever-changing diverse environment by providing scholarly, creative and professionally planned programs and activities through the exchange of language, religious and philosophical discussions, visual arts, musical performances, mass and speech communications, the humanities and literature, which forms a foundation of scholarship that seeks, creates, and explores connections across conventional academic disciplines while inculcating true Christian values that are based on faith, scholarship and service.

THE SCHOOL OF ARTS AND HUMANITIES VISION

The vision of the School of Arts and Humanities is the achievement of academic and professional excellence in its undergraduate programs. All degree-granting programs are grounded in liberal arts and designed to develop leadership skills, with special focus on scholarship, service, global understanding and multicultural communication. Internship and service learning programs provide strong bridges between learning and application of knowledge, values and skills.

The School of Arts and Humanities Goals

Goal 1. Ensure Student Satisfaction and Student Success through Programs and Support Services.

Priority: The School of Arts and Humanities will continue to foster student achievement through excellence in curriculum, teaching, learning and services that meet multiple needs. Student-centered programs and support services will identify student goals and individual needs, and will facilitate student retention, completion and goal achievement.

Goal 2. Ensure Broad-Based Education.

Priority: The School of Arts and Humanities is committed to developing life-long learners who are competent problem-solvers, critical thinkers, effective communicators, ethical citizens and technologically literate contributors to the global community. Students will achieve a broad-based perspective through liberal learning.

Goal 3. Expand the School's Commitment to Professional Development.

Priority: The School of Arts and Humanities will continue to create an intellectual stimulating, innovative and exciting environment that encourages its entire faculty and staff to grow professionally and personally, to seek out and implement best practices and to contribute to the school's nurturing and student-centered environment.

Goal 4: Maximize Resource Distribution.

Priority: The school of Arts and Humanities will enhance our ability to change lives by focusing resources more efficiently and effectively, implementing a more data-driven planning and budgeting process that supports a student-centered focus while incorporating increased accountability into evaluation processes.

Goal 5: Model Community Leadership.

Priority: The School of Arts and Humanities will build stronger community ties and model community leadership by serving as a resource and convener for enlightened discourse on vital community issues regarding environmental stewardship, social justice, non-partisan politics and culture.

THE SCHOOL OF ARTS AND HUMANITIES OBJECTIVES

The School of Arts and Humanities focuses on a student-centered learning environment. Within this setting, students and faculty can explore the many dimensions of the human experience as conveyed in religious, philosophical, literary, linguistic, artistic, musical, global and cultural traditions and perspectives.

The courses, programs, activities and events within the School of Arts and Humanities provide opportunities for students to enhance:

- Critical thinking and communication skills
- Team-building and leadership skills
- Creativity
- Information literacy
- Ethical and spiritual development
- Social responsibility
- Respect for diversity
- Global citizenship

The School of Arts and Humanities seeks to promote:

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 disciplines as well as breadth of learning experiences, which assures 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 all degree programs.

THE SCHOOL OF ARTS AND HUMANITIES PROGRAM STUDENT LEARNING OUTCOMES (PSLO)

1. Graduates will apply critical thinking skills to reflect, analyze, and evaluate information and experiences using discipline-specific theories, terminology, and paradigms as measured in discipline-specific exit exams, senior papers, projects, and/or portfolios at an acceptable level on a rubric.

2. Graduates will demonstrate practical knowledge and competency in one or more of the following disciplines: Language Arts; Mass Communication; Music; Religion, Philosophy and Humanities; Speech Communication, Theatre and Visual Arts as measured through discipline-specific exit exams, senior papers, projects and/or portfolios at an acceptable level on a rubric.

3. Graduates will communicate clearly, concisely and correctly in written and spoken English in order to write and orally present an academic paper or project using appropriate investigative and research strategies and use computer and audio-visual technology.

4. Graduates will articulate value-centered positions on global issues that evidence awareness of commonalities and differences across diverse cultures through discipline-related papers/presentations at an acceptable level on a rubric.

5. Graduates will demonstrate civic engagement, productive teamwork, and personal responsibility as measured through discipline-related field experiences at an acceptable level on a rubric.

6. Graduates will demonstrate a passion for lifelong learning and growth by entrance into a wide range of careers, graduate programs, or professional schools to be shown by job entries and graduate school admissions.

MAJOR AND MINOR PROGRAMS

1. Degree of Bachelor of Arts in the following areas:
    - English
    - Mass Communication
    - Music
    - Religion and Philosophy
    - Speech Communication

Note: Students majoring in Mass Communication may concentrate on courses in Journalism, Broadcast Production/Technology, or News Editorial and Public Relations/Advertising.

Students majoring in Music may concentrate on courses in Performance or Music Technology.

Students majoring in Speech Communication may concentrate on courses in General Speech Communication, Speech Communication Interdisciplinary Studies, or Theatre Arts/Performance.

2. Minors in the following areas in conjunction with the Degree of Bachelor of Arts:
    - Art
    - English
    - Modern Language (French, German or Spanish)
    - Mass Communication
    - Music
    - Religion and Philosophy
    - Speech Communication
    - Theatre Arts

Note: A minor shall consist of 18 semester hours, and the grade "C" (2.0) or better for all classes taken toward the minor must be earned.

ADMISSION REQUIREMENTS

Students seeking admission into a major program in the School of Arts and Humanities must complete all requirements for General Education as identified in the undergraduate catalog. A cumulative grade point average of 2.0

General Requirements

The requirements and objectives, which are discussed in this section, apply to the School of Arts and Humanities as a whole. Departmental requirements are given with the major area offerings. The following courses are required of all majors.

Freshman Seminar

All freshmen must register for AH110 Arts and Humanities Freshman Seminar I, and AH111 Arts and Humanities Freshman Seminar II.

AH 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.

AH 111 Freshman Seminar II **1 Semester Hour**
Prerequisite: AH110 Freshman Seminar I. 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.

Humanities Professional Seminar

All School of Arts and Humanities majors are required to register for the Humanities Professional Seminar of their department every semester. The school seminar meets once a month on the last Friday of every month. Department seminar meetings will convene every week on 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 every student's transcript, even though no hour credit is earned.

HU 180 Humanities Professional Seminar **0 Semester Hours**
Freshmen should register for this seminar.

HU 280 Humanities Professional Seminar **0 Semester Hours**
Sophomores should register for this seminar.

HU 380 Humanities Professional Seminar **0 Semester Hours**
Juniors should register for this seminar.

HU 480 Humanities Professional Seminar **0 Semester Hours**
Seniors should register for this seminar.

Note: All students are encouraged to earn a cumulative grade point average of 2.0 or higher for all courses required to complete their program. However, for course credit toward graduation in a major area, students must earn at least a "C" grade. Before graduation, each student must pass an exit examination covering the major subject areas of their major and complete a senior level research paper.

DEPARTMENTS

THE DEPARTMENT OF ENGLISH

The Department of English offers the degree of Bachelor of Arts in English.

Note: Students desiring a Bachelor of Arts in English Education must contact the School of Education.

The Bachelor of Arts in English

The Bachelor of Arts in English prepares students for graduate and professional studies in any field and for unlimited career opportunities in which a strong foundation in English is essential. Students graduating from this program apply their skills and abilities in professions such as public relations staff, editor, writer, desktop publisher, reporter, legal assistant, and research assistant.

Minor in English

Majors of other disciplines may receive a minor in English by completing a minimum of 18 semester hours in the English course program.

Admission to the English Program

Students are conditionally admitted to the program when they have fewer than 10 semester hours to complete their General Education requirement.

PROGRAM STUDENT LEARNING OUTCOMES (PSLO)

Following the completion of a major in English, students will demonstrate:

- Critical thinking and communication skills. Students will demonstrate the ability to analyze, synthesize, interpret and evaluate, and the ability to compose organized and grammatically proficient essays, use diction and syntax which demonstrate maturity, and do research using appropriate research tools and the Internet.
- Literary skills. Students will demonstrate the ability to appreciate and analyze literary works of various genres, periods, and nationalities.
- Humanistic values. Students will demonstrate the ability to recognize human worth, dignity and cultural differences.

Major Requirements

Students must complete a minimum of 123 hours, including the General Education program.

Course Requirements

Note: Please refer to the vertical curriculum for additional course requirements.

2010-2011 **School of Arts and Humanities**

Bethune-Cookman University

English: Total Semester Hours=123

Freshman Year

First Semester				Second Semester			
EN	**131**	**College English I**	**3**	**EN**	**132**	**College English II**	**3**
MAT	**131**	**Math for Liberal Arts**	**3**	**MAT**	**132**	**College Math**	**3**
AH	**110**	**Freshman Seminar I**	**1**	**AH**	**111**	**Freshman Seminar II**	**1**
HI	**130**	**African American History**	**3**	**BI**	**131**	**General Biology I**	**3**
EN	141	Literary Genres	3	**BIL**	**131**	**General Biology I Lab**	**0**
ML	**131**	**Modern Language**	**3**	**ML**	**132**	**Modern Language**	**3**
HUM	**180**	**Professional Seminar**	**0**	CS	132	Computer Applications I	3
				HUM	**180**	**Professional Seminar**	**0**
		Total	**16**			**Total**	**16**

Sophomore Year

First Semester				Second Semester			
ML	**231**	**Modern Language**	**3**	**ML**	**232**	**Modern Language**	**3**
PS	230	Introduction to Psychology	3	**HU**	**231-233**	**Humanities*****	**3**
RP	230	Ethics	3	EN	240	Advanced Composition	3
PE	**____**	**Physical Ed. Activity***	**1**	**SC**	**230**	**Intro/Oral Communication**	**3**
RE	**260**	**Critical Reading**	**3**	SS	210	Human Geography	3
RP	**____**	**RP Elective (200-300 Level)**	**3**	**HUM**	**280**	**Professional Seminar**	**0**
HUM	**280**	**Professional Seminar**	**0**				
		Total	**16**			**Total**	**15**

Junior Year

First Semester				Second Semester			
PH	230	Natural Science** **or**	3	EN	332	English Literature II	3
CH	131	Introductory Chemistry **or**		EN	330	Functional Grammar	3
ES	130	Introduction to Environmental Science		EN	320	Black American Literature	3
EN	331	English Literature I	3	EN	435	The Romantic Era	3
EN	250	Technical Report Writing	3	____	____	Free Elective or Minor (300 Level)	3
EN	335	Women In Literature	3	**HUM**	**380**	**Professional Seminar**	**0**
____	____	Free Elective or Minor (200-300 Level)	3				
HUM	**380**	**Professional Seminar**	**0**				
		Total	**15**			**Total**	**15**

Senior Year

First Semester				Second Semester			
EN	443	Shakespeare I	3	EN	444	Shakespeare II	3
EN	340	Creative Writing	3	EN	334	American Literature	3
EN	499	Senior Seminar	3	EN	336	Contemporary Literature	3
EN	436	The Victorian Era	3	____	____	Free Elective or Minor (400 Level)	3
____	____	Free Elective or Minor (300 Level)	3	____	____	Free Elective or Minor (400 Level)	3
HUM	**480**	**Professional Seminar**	**0**	**HUM**	**480**	**Professional Seminar**	**0**
		Total	**15**			**Total**	**15**

Five (5) Free Electives (15 Hours) from any School or department.
12 Hours of Modern Language is a Requirement for all English Majors.
All students MUST see an Academic Advisor to review the details of the vertical curriculum and prerequisite requirements.
****MARCHING BAND MEMBERS ONLY, MUST substitute PE Activity with MUB 110 Marching Band.***
****ROTC MEMBERS ONLY, substitute PE Activity with MY 104 Basic Military Science and MYL 104 Basic Military Science Lab. (ROTC)***
***** Choose ONE from PH 230 Physical Science, CH 131 General Chemistry, or ES 130 Introduction to Environmental Science.***
****** Choose ONE from HU 231 Ancient to Medieval Humanities, HU 232 Renaissance to early Romantic Era Humanities, or HU 233 Romanticism to Contemporary Humanities.***

COURSE DESCRIPTIONS FOR ENGLISH

EN 141 - Introduction to Literary Genres 3 semester hours
Prerequisite: EN 131, EN 132 and RE 260. Practical criticism embracing the basic types of literature: short story, novel, drama, poetry. Emphasis upon the historical development of the genres and objective analysis of the forms.

EN 240 - Advanced Composition 3 semester hours
Prerequisite: EN 13, EN 132 and RE 260. This course focuses on advanced composition skills, with special attention given to standard American grammar usage and idioms, and the development of a mature voice and style in prose writing. A major component of the course also includes a study of research methodology and the research paper.

EN 250 - Technical Report Writing 3 semester hours
Prerequisite: EN 131, EN 132 and RE 260. The course includes a study of various components of technical correspondence and a review of advanced composition skills. Emphasis will be placed on the production of a comprehensive technical document.

EN 320 - Black American Literature 3 semester hours
Prerequisite: EN 131 and EN 132. For English majors, completion of EN 141 (Literary Genre) is recommended. A historical survey and critical analysis of selected major African-American literature from the earliest vernacular records to the works of modern writers.

EN 330 - Functional Grammar 3 semester hours
Prerequisite: EN 132 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. It includes the history of the English language with examinations along linguistic, political and social dimensions.

EN 331-332 - English Literature 3 semester hours
Prerequisite: EN 131 and EN 132. For English majors, completion of EN 141 (Literary Genre) is recommended. A survey of English literature from the Old English Period through Renaissance to Milton, and from Restoration to the present.

EN 334 - American Literature 3 semester hours
Prerequisite: EN 131 and 132. For English majors, completion of EN 141 (Literary Genre) is recommended. A survey of major American writers from the pre-colonial period to the Twentieth Century. American history, literary movements, philosophies and cultures that influenced the writers will also be examined.

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 as well as how the literature defines the feminist discourse.

EN 336 - Contemporary Literature 3 semester hours
Prerequisite: EN 131 and EN 132. For English majors, completion of EN 141 (Literary Genres) is recommended. The study of a variety of works by contemporary authors from different world

cultures. These may include works from the major genres. Emphasis will be placed on critical approaches that are pertinent to each selection and to contemporary forms, movements, cultures or philosophies that may have informed each of these works. A particular focus on the study will be on the cultural challenges of comprehension as a result of cultural, dialectical and political differences.

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 university's on-line literary magazine.

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.

EN 499 - Senior Seminar in English 3 semester hours
Prerequisite: EN 240.Advanced work for qualified seniors in the intensive review of courses in the English program. Emphasis will be placed on a comprehensive examination, principles of research and a defense of the research paper.

RE 260 – Critical Reading 3 semester hours
Prerequisites: EN 131. 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 reading and the “shared inquiry” method of instruction.

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 critical analysis skills through the discussions and written evaluations of assigned reading. (Honors Program)

DEPARTMENT OF MASS COMMUNICATIONS

The Department of Mass Communications offers the Bachelor of Arts degree in mass communications. Departmental course offerings are arranged in four areas of emphasis: broadcast journalism, broadcast production technology, news editorial and public relations/advertising. A student, with the consultation of an academic advisor, will identify an emphasis area and design a course of study to complete the 120 semester-hour degree requirements. Student majors may select one of four emphasis areas in the department. Each emphasis area is designed to expose students to the theories and techniques used by media professionals in the emphasis area. An 18 hour minor is available to non-majors in each area of emphasis.

The Bachelor of Arts in Mass Communications

The study of Mass Communications is designed for students who are interested in pursuing careers in television, radio, print (newspapers, magazines, etc.), corporate communications, public relations and advertising. Mass Communications majors are expected to be actively involved in one or more of the following activities: Vision Student Chapter of the Florida Public Relations Association, National Association of Black Journalists, and Voice of the Wildcats, WBCC Radio, WRWS-LPFM, or WM&G TV.

Broadcast Journalism Emphasis

The Bachelor of Arts in mass communications (broadcast journalism) is designed for students who are interested in careers in the radio and television industry as writers, reporters or producers. The program provides a well rounded, hands-on curriculum. This emphasis will expose student to news writing techniques, editorial judgment and the principles and practices of radio and television news production.

Broadcast Production Technology Emphasis

The Bachelor of Arts in mass communications (broadcast production technology) is designed to train students interested in the television and radio careers. Students learn about the use of production equipment, operations, visual-aural aesthetics, producing and directing, as well as editing, scriptwriting, research and management of telecommunications facilities. Students are encourages to gain experience at on campus facilities including: WM&G Productions – a modern, television production studio with Avid nonlinear editors; two radio stations, WBCC-AM 830 and WRWS-FM 99.1 with Mac and Windows-based digital audio workstations. Basic course instruction is based in the Mass Communications Lab – a Windows-based audio production lab located in the Dr. Mary McLeod Bethune Fine Arts Center.

Journalism Emphasis (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 students with a well rounded curriculum in areas such as fact gathering, news and feature writing, editorial judgment, editing and publication design.

Journalism Emphasis (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.

Minor in Mass Communications

Majors of other disciplines may receive a minor in Mass Communications by completing a minimum of 18 semester hours in an area of emphasis in the Mass Communications course program.

Admission to the Mass Communications Program

Students are admitted to the program through a formal declaration of the major and application for upper level acceptance in the Mass Communication program upon completion of the requirements of General Education courses.

Department of Mass Communications Mission and Goals

The Department of Mass Communications mission is to support and fulfill the overall missions of Bethune-Cookman University and the School of Arts & Humanities by fostering academic excellence through effective teaching, community involvement and an appreciation for cultural diversity. The Department will engage students in a rigorous, ethical, skills-based curriculum which will prepare graduates to educate, inform, entertain and affect change in the greater global society while demonstrating strong Christian values.

PROGRAM STUDENT LEARNING OUTCOMES (PSLOs)

Following the completion of a major in Mass Communications, students will demonstrate:

- An ability to identify, evaluate, and synthesize information.
- A familiarity with the use of mass communications technologies in their course portfolio.
- An appreciation for ethical models as they apply to mass communications in oral presentation and thesis defense.
- Communication Skills, Competence and Preparation: Students will demonstrate the acquisition of the basic vocabulary, skills and professional preparation necessary for success in a career in mass communication.
- Leadership and Life Skills: Students will understand the value of team work in accomplishing shared goals and outcomes. They will identify the necessary skills to become “gate keepers” and in internship.
- Appreciation for the importance of diverse ideas, cultures and opinions in a contemporary society in by through research and writing of thesis paper or complete a project both judged by a committee.

Major Requirements

Students must complete a minimum of 120 hours, including the General Education program.

Course Requirements

Note: Please refer to the vertical curriculum for additional course requirements.

2010-2011 School of Arts and Humanities

Bethune-Cookman University

Mass Communications: Total Semester Hours=120

Freshman Year

First Semester			Second Semester		
EN 131	**College English I**	**3**	**EN 132**	**College English II**	**3**
MAT 131	**Math for Liberal Arts**	**3**	**MAT 132**	**College Math**	**3**
AH 110	**Freshman Seminar I**	**1**	**AH 111**	**Freshman Seminar II**	**1**
HI 130	**African American History**	**3**	**BI 131**	**General Biology I**	**3**
ML 131	**Modern Language**	**3**	**BIL 131**	**General Biology I Lab**	**0**
PE ____	**Physical Ed. Activity***	**1**	**RP ____**	**RP Elective (200-300 Level)**	**3**
MC 140	Mass Communication Seminar	1	MC 151	Intro to Mass Communications	3
HUB 180	**Professional Seminar**	**0**	**HUB 180**	**Professional Seminar**	**0**
	Total	**15**		**Total**	**16**

Sophomore Year

First Semester			Second Semester		
HU 231-233	**Humanities*** **	**3**	**CS 132**	**Computer Applications I or**	3
____ ____	**Science Elective** **	**3**	**CS 133**	**Internet Applications**	
SC 230	**Intro/Oral Communication**	**3**	**RE 260**	**Critical Reading**	**3**
MC 240	Sophomore Practicum	1	MC ____	Emphasis Elective	3
MC 250	Introduction to Journalism	3	MC ____	Emphasis Elective	3
MC 252	Intro to Broadcast Production	3	MC ____	Emphasis Elective	3
HUB 280	**Professional Seminar**	**0**	**HUB 280**	**Professional Seminar**	**0**
	Total	**16**		**Total**	**15**

Junior Year

First Semester			Second Semester		
MC ____	Emphasis Elective	3	MC 350	Mass Media Research	3
MC ____	Emphasis Elective	3	MC ____	Emphasis Elective	3
MC ____	Emphasis Elective	3	MC ____	Emphasis Elective	3
MC ____	Emphasis Elective	3	MC ____	Emphasis Elective	3
MC 340	Junior Practicum	1	MC ____	Emphasis Elective	3
MC 361	Communications Graphics	3	**HUB 380**	**Professional Seminar**	**0**
HUB 380	**Professional Seminar**	**0**			
	Total	**16**		**Total**	**15**

Senior Year

First Semester			Second Semester		
MC ____	Emphasis Elective	3	MC 431	Communication Law	3
MC ____	Emphasis Elective	3	MC 490	Internship	6
MC ____	Emphasis Elective	3	MC ____	Major Elective	3
MC ____	Emphasis Elective	3			
MC 499	Senior Seminar	3			
HUB 480	**Professional Seminar**	**0**			
	Total	**15**		**Total**	**12**

General Education Courses are in Bold.
All students MUST see an Academic Advisor to review the details of the vertical curriculum and prerequisite requirements.
MARCHING BAND MEMBERS ONLY, MUST substitute PE Activity with MUB 110 Marching Band.
ROTC MEMBERS ONLY, substitute PE Activity with MY 104 Basic Military Science and MYL 104 Basic Military Science Lab. (ROTC)
*** Choose ONE from PH 230 Physical Science, CH 131 General Chemistry, or ES 130 Introduction to Environmental Science.***
**** Choose ONE from HU 231 Ancient to Medieval Humanities, HU 232 Renaissance to early Romantic Era Humanities, or HU 233 Romanticism to Contemporary Humanities.***

2010-2011 **School of Arts and Humanities**

Bethune-Cookman University

MASS COMMUNICATION ELECTIVES

Mass Communications Emphasis Electives

Broadcast Journalism Emphasis

MC 275	Reporting Skills	3
MC 310	Announcing	3
MC 352	Radio Production I	3
MC 354	TV Production I	3
MC 355	Advanced TV Production	3
MC 356	Broadcast Programming I	3
MC 358	Writing for Electronic Media	3
MC 359	Broadcast Journalism	3
MC 362	Public Affairs Reporting	3
MC 367	Electronic News	3
MC 459	Public Opinion	3
MC ____	Major Elective	3
MC ____	Major Elective	3
MG 355	Organizational Behavior	3
POL 230	American Government **or**	3
POL 236	State & Local Government	3
TA 307	Voice Production	3

Broadcast Production Technology Emphasis

MC 310	Announcing	3
MC 352	Radio Production I	3
MC 353	Radio Production II	3
MC 354	TV Production I	3
MC 355	Advanced TV Production	3
MC 356	Broadcast Programming I	3
MC 357	Broadcast Programming II	3
MC 358	Writing for Electronic Media	3
MC 366	Advanced Radio Production	3
MC 464	New Media Applications	3
MC ____	Major Elective	3
MC ____	Major Elective	3
MC ____	Major Elective	3
MC ____	Major Elective	3
MC ____	Major Elective	3
POL ____	POL Elective (301-420 Level)	3

News Editorial Emphasis

MC 251	Desktop Publishing	3
MC 270	Reporting Skills - Print	3
MC 320	News editing	3
MC 330	Photojournalism	3
MC 342	Intro to Magazine Writing	3
MC 358	Writing for Electronic Media	3
MC 362	Public Affairs Reporting	3
MC 363	Public Relations Practices	3
MC 380	Magazine / Feature Writing	3
MC 455	Advertising Copywriting	3
MC 459	Public Opinion	3
MC ____	Major Elective	3
MC ____	Major Elective	3
MC ____	Major Elective	3
POL ____	POL Elective (301-420 Level)	3
POL 230	American Government **or**	3
POL 236	State & Local Government	3

Public Relations / Advertising Emphasis

MC 251	Desktop Publishing	3
MC 253	Intro to Public Relations	3
MC 290	Public Relations Writing	3
MC 363	Public Relations Practices	3
MC 380	Magazine / Feature Writing	3
MC 391	Principles of Advertising	3
MC 455	Advertising /Copywriting	3
MC 458	Advertising & PR Campaign	3
MC 459	Public Opinion	3
MC ____	Major Elective	3
MC ____	Major Elective	3
MC ____	Major Elective	3
TA 307	Voice Productions	3
MK 341	Intro to Marketing	3
POL ____	POL Elective (301-420 Level)	3

COURSE DESCRIPTIONS FOR MASS COMMUNICATIONS

MC 140 - Mass Communications Seminar 3 semester hours
Required of all freshman Mass Communications majors. A course designed to introduce student majors to key concepts important for success in the mass communications industries. This course will expose students to professional and ethical demands of the various communications industries. Multiple pedagogical approaches will be used to introduce concepts vital to the successful mass communications professional.

MC 151 - Introduction to Mass Communications 3 semester hours
Prerequisite: EN 131 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 240 - Sophomore Practicum 1 semester hour
Prerequisites: Sophomore status and MC 140. Required of all Sophomore Mass Communications majors. This course assesses and reinforces concepts introduced to student in MC 140. This course continues to expose students to professional and ethical demands of the various communications industries. Multiple pedagogical approaches are used to measure student understanding of concepts presented in MC 140. Under special circumstances, students may be allowed to engage in practicum training outside the university from organizations in fields related to mass communications. 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 and/pr WRWS Radio, and the Bethune-Cookman University television production studio – WM&G Productions, or performing public relations/advertising activities for campus or community organizations while receiving "hands-on experience" in the discipline.

MC 250 - Introduction to Journalism 3 semester hours
Prerequisites: EN 131, 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
Prerequisites: EN 131, EN 132, CS 132 or CS 133, MC 151 and MC 250. 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
Prerequisites: EN 131, EN 132, MC 151. An introductory course designed to give the students practical and theoretical insight into the technical and operational foundation of production in television, radio, film and new media applications.

MC 253 - Introduction to Public Relations 3 semester hours
Prerequisites: EN 131, EN 132, MC 151 and MC 250. An in-depth chronicle of the field of public relations. The course is designed to provide students with sufficient background information about the field which students can draw upon as they take more advanced courses. This course will explore the meaning, history, evolution and practices of public relations.

MC 270 - Reporting Skills – Print 3 semester hours
Prerequisites: EN 131, EN 132, MC 151 and MC 250. This course is a hands-on study of techniques used by reporters in newsgathering and news writing for print media. The course will include developing in-depth interviews, maintaining a beat, and reporting for news features.

MC 275 - Reporting Skills – Broadcast 3 semester hours
Prerequisites: EN 131, EN 132, MC 151 and MC 250, MC 252. This course will reinforce the student's current knowledge of the essentials of journalism by focusing on their storytelling and reportorial skills. They will concentrate on the intricacies of information gathering. Students will also learn the art of uncovering sources and leads as well as perfect their interviewing techniques. They will explore the construction of stories including lead development, story structure, use of quotes as well as the use of numerical data to support a story. This course will emphasize style, clarity but above all accuracy and responsibility in reporting.

MC 290 - Public Relations Writing 3 semester hours
Prerequisites: EN 131, EN 132, MC 151, MC 250 and MC 252. This course is designed to introduce students to the styles of public relations writing expected in the industry. Emphasis will be placed on helping students acquire and develop the format for writing various communications' collateral. Consequently, students will be better prepared to take the next step in the strategic process which includes creating publicity opportunities for a client, cause, or event.

MC 310 - Announcing 3 semester hours
Prerequisites: EN 131, EN 132, MC 151, MC 250, MC 252 and SC 230. 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 320 - News Editing 3 semester hours
Prerequisites: EN 131, EN 132, MC 151, MC 250, MC 252, SC 230 and RE 260. 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
Prerequisites: EN 131, EN 132, MC 151 and MC 250. This course is a comprehensive introduction to photography and its role and professional use in mass communication. The course will emphasize developing the photographic essay. Topic includes developing and printing black and white still photographs for publication.

MC 340 - Junior Practicum 1 semester hour
Prerequisites: Junior Status and MC 140, MC 240. Required of all Junior Mass Communications majors. This course reinforces concepts introduced to student in MC 140 and MC 240. This

course continues to expose students to professional and ethical demands of the various communications industries. Multiple pedagogical approaches are used to measure student understanding of concepts presented in MC 140 and MC 240. Under special circumstances, students may be allowed to engage in practicum training outside the university from organizations in fields related to communications. 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 and/pr WRWS Radio, and the Bethune-Cookman University television production studio – WM&G Productions, or performing public relations/advertising activities for campus or community organizations while receiving "hands-on experience" in the discipline.

MC 342 - Introduction to Magazine Writing 3 semester hours
Prerequisites: EN 131, EN132, MC 151 and MC 250. Introductory course to magazine-style writing, including opinion pieces, first-person articles, and short features of 500 to 1000 words. Sources, guidelines and markets for magazine writing will be analyzed.

MC 350 - Mass Media Research 3 semester hours
Prerequisites: EN 131, EN 132, MA 131 and MA 132 MC 151, MC 250 and MC 252. 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
Prerequisites: EN 131, EN 132, MC 151, MC 250, MC 252. Fundamentals of broadcast announcing, presentation and interviewing; audio control room procedures; audio recording, and editing; use of music and sound effects.

MC 353 - Radio Production II 3 semester hours
Prerequisites: EN 131, EN 132, MC 151, MC 250, MC 252 and MC 354. A course designed for intensive and intermediate study of audio production techniques and principles. Students apply basic audio production techniques to produce more advanced programming elements.

MC 354 - Television Production I 3 semester hours
Prerequisites: EN 131, EN 132, MC 151, MC 250, MC 252. An introductory course designed to give the students practical and theoretical insight into the technical and operational foundation in television, radio, and film.

MC 355 - Advanced Television Production 3 semester hours
Prerequisites: EN 131, EN 132, MC 151, MC 250, MC 252, MC 352 and MC 354. 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 356 - Broadcast Programming I 3 semester hours
Prerequisites: EN 131, EN 132, MC 151, MC 250, MC 252. 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
Prerequisites: EN 131, EN 132, MC 151, MC 250, MC 252 and 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
Prerequisites: EN 131, EN 132, MC 151, MC 250, MC 252. 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
Prerequisites: EN 131, EN 132, MC 151, MC 250, MC 252 and 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
Prerequisites: EN 131, EN 132, CS 132 or CS 133, MC 151, MC 250 and MC 252. 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 – Print 3 semester hours
Prerequisites: EN 131, EN 132, MC 151, MC 250, MC 252, MC 270 and MC 320. Advanced training is given to students in the investigation and reporting of specialized public affairs such as civil and criminal court proceedings, elections, and issues involving corporate and financial institutions, political parties, education, the environment, and government. The course will include a component introducing students to online or "citizen" journalism in the coverage of these issues. 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
Prerequisites: EN 131, EN 132, MC 151, MC 250 and MC 252. 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 366 - Advanced Radio Production 3 semester hours
Prerequisites: EN 131, EN 132, MC 151, MC 250, MC 252, MC 352 and MC 355. 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 367 - Electronic News Gathering 3 semester hours
Prerequisites: EN 131, EN 132, MC 151, MC 250, MC 252. This course is designed to teach skills necessary to produce a television newscast. Students will learn the fundamentals of visually constructing a v/o, vo/sot and a package. They will also engage in producing, shooting

and editing long form series pieces. The class will reinforce student's knowledge of digital newsgathering as well as non linear editing.

MC 377 - Public Affairs Reporting -- Broadcast 3 semester hours
Prerequisites: EN 131, EN 132, MC 151, MC 250, MC 252, MC 275 and MC 359. Advanced training is given to students in the investigation and reporting of specialized public affairs such as civil and criminal court proceedings, elections, and issues involving corporate and financial institutions, political parties, education, the environment, and government. The course will include a component introducing students to online or "citizen" journalism in the coverage of these issues. 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 380 - Magazine and Feature Writing 3 semester hours
Prerequisites: EN 131, EN 132, MC 151, MC 250, MC 252 and MC 362. This course will analyze the market of current magazines and newspapers to determine readers' interests. It. examines the development of the magazine article from concept to finished product. Students explore specialized feature articles including profiles, feature sidebars, and the feature series.

MC 391 - Principles of Advertising 3 semester hours
Prerequisites: EN 131, EN 132, MC 151, MC 250, MC 252; and one of the following MC 354 or MC 361 or MC 363 or MC 380. This course looks at advertising in society. This course focuses on the communication aspects of advertising. Topics include types and functions of advertising and the fundamentals of broadcast and publications advertising.

MC 431 - Communications Law 3 semester hours
Prerequisites: EN 131, EN 132, MC 151, MC 250, MC 252, RE 260; and one of the following MC 320 or MC 352 or MC 354 or MC 363. 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 act.

MC 455 - Advertising Copywriting 3 semester hours
Prerequisites: EN 131, EN 132, MC 151, MC 250, MC 252; and one of the following -- MC 352 or MC 354 or MC 361. Students will learn the methods for clearly defining the all important message and study the techniques for creating effective written pieces. Under the guidance of the instructor, students will work on real-life assignments. Examples of successful and not-so-successful creative pieces will compared, and various types of written material, including print ads, taglines, commercial scripts, direct mail pieces and website content, will be also reviewed. Theory and practice in advertising copywriting for print and electronic (television and radio) media. Students learn about the preparation and presentation of ads and commercials for consumer, business, industrial, corporate and public service advertisers.

MC 458 - Advertising and Public Relations Campaigns 3 semester hours
Prerequisites: EN 131, EN 132, MC 151, MC 250, MC 252, RE 260, MC 363 and MC 455. This course deals 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: EN 131, EN 132, MC 151, MC 250, MC 252, RE 260; and one of the following MC 320 or MC 352 or MC 354 or MC 356 or MC 358 or MC 363. This course is a survey of principles, problems, techniques, and methodology for ascertaining public attitudes.

MC 464 - New Media Applications 3 semester hours
Prerequisites: EN 131, EN 132, CS 131 or CS 132, MC 151, MC 250, MC 252 and one of the following MC 251 or MC 352 or MC 354, MC 330 or MC 361. The purpose of this course is to introduce students to the concept of Media Convergence. Our traditional forms of media – print, television and radio are slowly but surely merging with the Internet. This class will allow students to discuss and debate this new technological trend.

MC 470 - Special Topics in Mass Communications 3 semester hours
Prerequisites: EN 131, EN 132, MC 151, MC 250, MC 252, RE 260, SC 230 and one of the following MC 352 or MC 354, MC 361, MC 362, MC 363 or MC 380. This course allows the department to offer unique courses on an ad hoc basis that augment the core curriculum. Courses have included a variety of subject areas. May be repeated under different topics for a maximum of 6 hours credit.

MC 490 - Internship 6 semester hours
Prerequisites: EN 131, EN 132, MC 151, MC 250, MC 252, MC 340 and one of the following MC 352 or MC 354, MC 361, MC 363 or MC 380. 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, MA 131, MA 132, MC 151, MC 250, MC 252 MC 350. This course is an investigation and discussion of social problems, ethics and responsibilities as they relate to the mass communications industries. Senior thesis or professional project required.

SPECIAL ACADEMIC PROGRAMS AND STUDENT ORGANIZATIONS

The Mass Communications department gives students the opportunity to experience what it's like in the Mass media field. Not only do they get to use the finest high tech equipment and news worthy television studio, but they are also well trained in techniques that will prepare them for the real world. Each organization reinforces concepts and class discussions. Every student is encouraged to join the organization of their interest The following student organizations are available for any interested Mass Communications major as well as students throughout the institution:

Vision Student Chapter of the Florida Public Relations Association

Vision Student Chapter of the Florida Public Relations Association is an organization for public relation tracks and these students put together the mass communication conferences and plan and organize different events for different departments.

National Association of Black Journalists

The National Association of Black Journalists (NABJ) is an organization of journalists, students and media-related professionals that provides quality programs and services to and advocates on behalf of black journalists worldwide. A Bethune-Cookman University chapter of the National Association of Black Journalists was chartered during the spring 2009 term.

Voice of the Wildcats

Bethune-Cookman University's Voice of The Wildcats is the school's newspaper. Students produce The Voice of The Wildcats and is published monthly during the fall and spring terms. The newspaper is produced in the Mass Communications laboratory (Fine Arts 124). The laboratory has 18 e-Mac computers, a scanner and HP Laser jet printer. The lab is where the newspaper is developed and staffers get to be a part of an actual newsroom.

WBCC Radio

WBCC—AM 830 "The Wildcat Nation Radio Station" is a student operated station located in the Parlin Student Center. Students have the opportunity to work on air, program, and manage the station.

WRWS-LPFM

On February 13, 2008, the Federal Communications Commission granted Bethune-Cookman University a license to broadcast on the LPFM part of the broadcast spectrum. WRWS-LPFM 99.1 offers all B-CU students and members of the Daytona Beach community the opportunity to develop editorial, production and managements skills necessary for careers in the radio industry.

WM&G TV

WM&G-TV is the department's television studio and the home of a number of student-produced programs that are broadcast weekly throughout the campus. The three room studio is located on the first floor of the Carl S. Swisher library. The studio features a control room, a two-camera production studio and an editing suite.

DEPARTMENT OF MODERN LANGUAGES

The Department of Modern Languages offers students of every discipline a wide range of opportunities through its contributions to the General Education curriculum and service courses for other programs. Come experience both the intellectual and personal enrichment that comes with learning new languages, and encountering the diverse cultures that they represent. The Department of Modern Languages features some of the most skilled teaching faculty on campus, and much of the department's research is aimed at acquisition of different resources that enhance learning through literary and cultural studies as well as technology.

Department of Modern Languages Mission

The philosophy underlying the Department of Modern Languages can be summarized in Dr. Mary McLeod Bethune's famous mandate: "Enter to learn, depart to serve." Students come to gain knowledge across conventional academic disciplines as they acquire foreign language skills through specific instruction that includes training, observation, research and even direct experience. Thus, mind-fixing a new habit, a new code of communication, students learn not only to express themselves in another language, but also to understand a whole new culture quite different from their own. In addition, students receive a well rounded education that will enable them to serve their communities as experts in their fields as the program is inherently global in its focus.

Minor in Modern Languages

Majors of other disciplines may receive a minor in Modern Languages (French, German or Spanish). By completing a minimum of 18 semester hours in one language and culture, students are empowered with an increasingly valuable asset. Students who seek a minor in Modern Languages should include the following courses as electives: MLF 331 (French) Advanced Composition and Conversation I, MLG 331 (German) Advanced Composition and Conversation I, or MLS (Spanish) Advanced Composition and Conversation I. Students majoring in Religion and Philosophy with an emphasis must of Christian Studies must take Greek to fulfill the language requirement.

Admission to the Modern Language Minor Program

All students (Full-Time or Part-Time) enrolled in a degree granting program is admitted to the minor in Modern Languages.

PROGRAM STUDENT LEARNING OUTCOMES (PSLO)

Following the completion of a minor in Modern Languages, students will demonstrate:

- Knowledge of the basic target language and is able to understand, speak, read and write it.
- Knowledge of cultural differences of people who speak the target language.
- Ability to use the library and technology skills to present reports and papers.

A General Education Requirement

Students must complete a minimum of 3 hours of a foreign language.

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.

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 department head of modern languages, 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 University. The Study Abroad Program is open to all students at the University. Please see the Modern language webpage for links to the Study Abroad Program.

COURSE DESCRIPTIONS FOR 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 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.

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 Performance and Music Technology. Admission to music major or minor programs is through audition only. All students applying to become music majors or minors must: (1) gain admission to the University; (2) complete a "Supplemental Application for Music Admissions;" and (3) complete an audition on a principal instrument or voice. Video-taped auditions are acceptable.

Note: The Bachelor of Arts in Music Education is offered through the School of Education in conjunction with the Department of Music. Students desiring a Bachelor of Arts in Music Education must apply through both the School of Education and the Department of Music.

The Bachelor of Arts in Music Performance is designed for students preparing for a career in vocal or instrumental performance or applied music instruction. Graduates of the program will have a thorough command of musical styles, knowledge of performance practices, and highly-developed musical sensibilities. Graduates will also develop extensive experience as both solo and ensemble performers in a variety of performance styles.

The Bachelor of Arts in Music Technology offers courses that cover advance music computer applications, vocal and instrumental coaching and performance, arranging and orchestration, digital audio production, live sound reinforcement, recording studio sound reinforcement, audio recording, editing, and sequencing, midi sequencing, songwriting, lyric writing, recording arts, music business, music merchandising, music marketing, digital video, multimedia audio applications, and audio for video and performance. Upon completion of this four-year degree, graduates will possess a thorough command of various production software and hardware packages and emergent technologies.

MINOR IN MUSIC

Music Theory: MU 231, 232

Music History: MU 324, 325

Ensemble: MU 110 (for two semesters)

Applied Music: MU 111, 112, 211, 212

TOTAL. . . . . 18 hours

Department of Music Mission and Goals:

The goals of the Department of Music are: (1) to produce a music professional who can think and reason critically about the subject of music, and who can apply such to his/her musical activities; (2) to provide a study of Western Music, Music of the African-American Heritage, and popular world music; (3) to prepare students for career and graduate school opportunities in music; and (4) to provide the opportunity for every music student to fully develop his/her individual potential.

PROGRAM STUDENT LEARNING OUTCOMES (PSLO)

The development and enhancement of critical thinking skills are introduced throughout the music program. Following the completion of a major in Music, students will:

Complex cognitive skills

- Demonstrate the ability to independently research, prepare, and present a professional-level recital or technical project.

- Demonstrate the ability to conduct independent research and musical analysis in preparation of written presentations on a variety of academic musical subjects.

Practical Knowledge and Competency

- Demonstrate technical proficiency with their chosen instrument.
- Demonstrate knowledge of the standard canon of literature for their chosen instrument.
- Demonstrate ability to apply advanced music theory and sight-singing skills in analysis of instrumental and vocal music.
- Demonstrate knowledge of the development of Western Music History from Medieval to Contemporary eras.

An Appreciation of Human Differences

- Gain exposure to non-traditional musical styles.

An Integrated Sense of Identity and Civic Responsibility

- Engage in public performances for the university and surrounding community.

Major Requirements

Students must complete a minimum of 122 hours to obtain the Bachelor of Arts in Music Performance or 121 hours for the Bachelor of Arts in Music Technology, including the General Education program.

Course Requirements

Note: Please refer to the vertical curriculum for additional course requirements.

2010-2011 **School of Arts and Humanities**

Bethune-Cookman University

Music Performance: Total Semester Hours=121

Freshman Year

First Semester			Second Semester			
AH 110	**Freshman Seminar I**	**1**	**ML**	**132**	**Modern Language**	**3**
EN 131	**College English I**	**3**	**EN**	**132**	**College English II**	**3**
MAT 131	**Math for Liberal Arts**	**3**	**MAT**	**132**	**College Math**	**3**
ML 131	**Modern Language**	**3**	**BI**	**131**	**General Biology I**	**3**
PE 111-212	**Physical Ed. Activity***	**1**	**BIL**	**131**	**General Biology I Lab**	**0**
MU 133	Music Computer Applications	3	MUN/M	112	Class Piano/ Class Voice*	1
MUAL 100	Fundamentals of Music	0	MU	122	Applied Music Major	1
MUN/M 111	Class Piano/ Class Voice*	1	MU	110	Ensemble	1
MU 111	Applied Music Major	1	**HUA**	**180**	**Humanities Professional Seminar**	**0**
MU 110	Ensemble	1				
HUA 180	**Humanities Professional Seminar**	**0**				
	Total	**17**			**Total**	**15**

Sophomore Year

First Semester			Second Semester			
HU 231-233	**Humanities*****	**3**	**HI**	**130**	**African-American History**	**3**
RE 260	**Critical Reading**	**3**	**RP**	**____**	**RP Elective (200-300 Level)**	**3**
SC 230	**Intro/Oral Communication**	**3**	**____**	**____**	**Science Elective ** **	**3**
MU 231	Music Theory I	3	MU	232	Music Theory II	3
MUL 231	Music Theory I Lab	0	MUL	232	Music Theory II Lab	0
MUN/M 211	Class Piano/ Class Voice*	1	MUN/M	212	Class Piano/ Class Voice*	1
MU 221	Applied Music Major	2	MU	222	Applied Music Major	2
MU 110	Ensemble	1	MU	110	Ensemble	1
HUA 280	**Humanities Professional Seminar**	**0**	**HUA**	**280**	**Humanities Professional Seminar**	**0**
	Total	**16**			**Total**	**16**

Junior Year

First Semester			Second Semester			
ML 131-232	**Modern Language**	**3**	**ML**	**131-232**	**Modern Language**	**3**
MU 333	Music Theory III	3	MU	334	Music Theory IV	3
MUL 333	Music Theory III Lab	0	MUL	334	Music Theory IV Lab	0
MU 324	Music History I	3	MU	325	Music History II	3
MUN/M 311	Class Piano/ Class Voice*	1	MUN/M	312	Class Piano/ Class Voice*	1
MU 321	Applied Music Major	2	MU	321	Applied Music Major -Junior Recital	2
MU 110	Ensemble	1	MU	110	Ensemble	1
HUA 380	**Humanities Professional Seminar**	**0**	**HUA**	**380**	**Humanities Professional Seminar**	**0**
	Total	**13**			**Total**	**13**

Senior Year

First Semester			Second Semester			
MU ____	Restricted Music Elective(s)	3	MU	233	Advanced Computer Applications	3
MU ____	Restricted Music Elective(s)	3	MU	435	Arranging	3
MU 436	Conducting	3	MU	439	18th Century Counterpoint	3
MU 437	Form & Analysis	3	MU	____	Restricted Music Elective(s)	3
MU 499	Senior Seminar	1	MUN/M	411	Class Piano/ Class Voice*	1
MUN/M 411	Class Piano/ Class Voice*	1	MU	422	Applied Music Major-Senior Recital	2
MU 421	Applied Music Major	2	**HUA**	**480**	**Humanities Professional Seminar**	**0**
HUA 480	**Humanities Professional Seminar**	**0**				
	Total	**16**			**Total**	**15**

Concentration Electives

MU 111-422	Applied Music	3	MU	313	Percussion Methods	1
MU 343	Music Production I	3	MU	314	Brass Methods	1
MU 344	Music Production II	3	ML	131-132	Modern Language	3
MU 450	Multimedia Production	3	TA	101	Acting I	3
ED 336	Creative Expressions	3	TA	102	Elements of Play Production	3
MU 369	Music Methods	3	TA	107	Voice Production	3
MU 213	Vocal Methods	1	TA	330	Performance Repertory	3
MU 214	String Methods	1	TA	421	Directing	3

General Education Courses are in Bold.
All students MUST see an Academic Advisor to review the details of the vertical curriculum and prerequisite requirements.
MARCHING BAND MEMBERS ONLY, MUST substitute PE Activity with MUB 110 Marching Band.
ROTC MEMBERS ONLY, substitute PE Activity with MY 104 Basic Military Science and MYL 104 Basic Military Science Lab. (ROTC)
**** Choose ONE from PH 230 Physical Science, CH 131 General Chemistry, or ES 130 Introduction to Environmental Science.***
***** Choose ONE from HU 231 Ancient to Medieval Humanities, HU 232 Renaissance to early Romantic Era Humanities, or HU 233 Romanticism to Contemporary Humanities.***

2010-2011 School of Arts and Humanities

Bethune-Cookman University

Music Technology: Total Semester Hours=121

Freshman Year

First Semester			Second Semester			
AH 110	**Freshman Seminar I**	**1**	**AH**	**111**	**Freshman Seminar II**	**1**
EN 131	**College English I**	**3**	**EN**	**132**	**College English II**	**3**
MAT 131	**Math for Liberal Arts**	**3**	**MAT**	**132**	**College Math**	**3**
ML 131	**Modern Language**	**3**	**BI**	**131**	**General Biology I**	**3**
PE 111-212	**Physical Ed. Activity***	**1**	**BIL**	**131**	**General Biology I Lab**	**0**
MU 133	Music Computer Applications	3	**ML**	**132**	**Modern Language**	**3**
MUAL 100	Fundamentals of Music	0	MUN/M	112	Class Piano/ Class Voice	1
MUN/M 111	Class Piano/ Class Voice	1	MU	112	Applied Music Major	1
MU 111	Applied Music Major	1	MU	110	Ensemble	1
MU 110	Ensemble	1	**HUA**	**180**	**Humanities Professional Seminar**	**0**
HUA 180	**Humanities Professional Seminar**	**0**				
	Total	**17**			**Total**	**16**

Sophomore Year

First Semester			Second Semester			
HU 231-233	**Humanities*** **	**3**	**HI**	**130**	**African-American History**	3
RE 260	**Critical Reading**	**3**	**RP**	**____**	**RP Elective (200-300 Level)**	**3**
SC 230	**Intro/Oral Communication**	**3**	**____**	**____**	**Science Elective ** **	3
MU 231	Music Theory I	3	MU	232	Music Theory II	3
MUL 231	Music Theory I Lab	0	MUL	232	Music Theory II Lab	0
MU 211	Applied Music Major	1	MU	233	Advanced Computer Applications	3
MU 110	Ensemble	1	MU	212	Applied Music Major	1
HUA 280	**Humanities Professional Seminar**	**0**	MU	110	Ensemble	1
			HUA	**280**	**Humanities Professional Seminar**	**0**
	Total	**14**			**Total**	**17**

Junior Year

First Semester			Second Semester			
MU ____	Restricted Music Elective(s)	3	MU	____	Restricted Music Elective(s)	1
MU ____	Restricted Music Elective(s)	3	MU	334	Music Theory IV	3
MU 333	Music Theory III	3	MUL	334	Music Theory IV Lab	0
MUL 333	Music Theory III Lab	0	MU	325	Music History II	3
MU 324	Music History I	3	MU	344	Music Production II	3
MU 343	Music Production I	3	MG	300	Principles of Management	3
MU 311	Applied Music Major	1	MU	312	Applied Music Major	1
MU 110	Ensemble	1	MU	110	Ensemble	1
HUA 380	**Humanities Professional Seminar**	**0**	**HUA**	**380**	**Humanities Professional Seminar**	**0**
	Total	**17**			**Total**	**15**

Senior Year

First Semester			Second Semester			
MU 436	Conducting	3	MU	464	Music Tech & Recording Internship	12
MU 450	Multimedia Production	3				
MU 498	Senior Project	3				
MUS 499	Senior Seminar	1				
MK 341	Intro to Marketing	3				
HUA 480	**Humanities Professional Seminar**	**0**				
	Total	**13**			**Total**	**12**

Concentration Electives

MU 111-422	Applied Music	3	MU	369	Music Methods	3
MU 343	Music Production I	3	MU	213	Vocal Methods	1
MU 344	Music Production II	3	MU	214	String Methods	1
MU 450	Multimedia Production	3	MU	313	Percussion Methods	1
ED 336	Creative Expressions	3	MU	314	Brass Methods	1
			ML	131-132	Modern Language	3

General Education Courses are in Bold.

All students MUST see an Academic Advisor to review the details of the vertical curriculum and prerequisite requirements.

MARCHING BAND MEMBERS ONLY, MUST substitute PE Activity with MUB 110 Marching Band.

ROTC MEMBERS ONLY, substitute PE Activity with MY 104 Basic Military Science and MYL 104 Basic Military Science Lab. (ROTC)

*** Choose ONE from PH 230 Physical Science, CH 131 General Chemistry, or ES 130 Introduction to Environmental Science.***

**** Choose ONE from HU 231 Ancient to Medieval Humanities, HU 232 Renaissance to early Romantic Era Humanities, or HU 233 Romanticism to Contemporary Humanities.***

COURSE DESCRIPTIONS FOR 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.

MUAL 100 - Fundamentals of Music Lab 0 semester hours
Prerequisite: Placement by Faculty Audition. This course presents an introduction of music fundamentals for the incoming music major. Through instructor guided computer tutorials, the student becomes more prepared for later course work in the degree program.

MU 110 - Ensemble: Instrumental, Vocal 1 semester hour
Prerequisite: Placement by Faculty Audition. Concert Band, Marching Band, Concert Chorale, Jazz Ensemble, Young Artists, Opera Workshop, Brass Ensemble, Woodwind Ensemble, Percussion Ensemble, Jubilee Singers, Symphonic Band, Jazz Combo and Pep Band (please see descriptions below). Ensembles are open to all students of the University with consent of the instructor and may be repeated for credit.

MUA 110 - Concert Band 1 semester hour
Prerequisite: Placement by Faculty Audition. Study and performance of standard and contemporary literature for concert band.

MUB 110 - Marching Band 1 semester hour
Prerequisite: Placement by Faculty Audition Study and performance of marching band literature and marching techniques.

MUC 110 - Concert Chorale 1 semester hour
Prerequisite: Placement by Faculty Audition Study and performance of standard and contemporary choral literature.

MUD 110 - Jazz Ensemble 1 semester hour
Prerequisite: Placement by Faculty Audition Study and performance of standard and contemporary literature for large jazz ensembles.

MUE 110 - Young Artists 1 semester hour
Prerequisite: Placement by Faculty Audition. A small ensemble of selected singers to perform literature of various popular periods.

MUF 110 - Opera Workshop 1 semester hour
Prerequisite: Placement by Faculty Audition Practical experience in stage movement and performance of opera and musical theater excerpts.

MUG 110 - Brass Ensemble 1 semester hour
Open to all B-CU Instrumental Brass Students. Study and performance of standard and contemporary literature for brass chamber ensembles, with emphasis on the development of small ensemble skills.

MUH 110 - Woodwind Ensemble 1 semester hour
Open to all B-CU Instrumental Woodwind Students Study and performance of standard and contemporary literature for woodwind chamber ensembles, with emphasis on the development of small ensemble skills.

MUI 110 - Percussion Ensemble 1 semester hour
Open to all B-CU Instrumental Percussion Students. Study and performance of standard and contemporary literature for percussion chamber ensembles, with emphasis on the development of small ensemble skills.

MUJ 110 - B-CU Jubilee Singers 1 semester hour
Open to all B-CU Vocal Students. Study and performance of standard and contemporary literature for vocal chamber ensembles, with emphasis on the development of group acappella singing skills

MUN 110 - Symphonic Band 1 semester hour
Prerequisite: Placement by Faculty Audition. Study and performance of advanced standard and contemporary band literature.

MUO 110 - Jazz Combo 1 semester hour
Prerequisite: Placement by Faculty Audition 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
Prerequisite: Placement by Faculty Audition 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, Music Minors) Prerequisite: Placement by Faculty Audition/MU 111. Individual instruction in the standard and contemporary literature and techniques for the student's principal instrument or voice.

MU 121-122 - Applied Music Major: Major Instrument/Voice 1 semester hour
(Music Performance Majors only) Prerequisite: Placement by Faculty Audition/MU 121. 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 semester hour
(Music Education and Music Technology Majors, Music Minors) Prerequisite: MU 112/211. Individual instruction in the techniques and performance literature for the Student's principal instrument or voice.

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 school settings.

MU 214 - String Methods 1 semester hour
Emphasis is upon developing and teaching basic concepts of string instruments appropriate to teaching string music in K-12 school settings.

MU 221-222 - Applied Music: Major Instrument/Voice 2 semester hours
(Music Performance Majors only) Prerequisite: MU 122/221. 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 semester hour
(Music Education and Music Technology Majors, Music Minors) Prerequisite: MU 212/311. Individual instruction in the techniques and performance literature for the student's principal instrument.

MU 313 - Percussion Methods 1 semester hour
Emphasis upon developing and teaching basic concepts of percussion instruments appropriate to teaching instrumental music in K-12 grade school settings.

MU 314 - Brass Methods 1 semester hours
Emphasis upon developing and teaching basic concepts of brass instruments appropriate to teaching instrumental music in K-12 grade school settings.

MU 321-322 - Applied Music Junior Recital 2 semester hours
(Music Performance Majors only) Prerequisite: MU 222/321. Individual instruction in the techniques and performance literature for the student's principal instrument. A recital jury and public recital are required for successful completion of the MU 322 course.

MU 324 - Music History I 3 semester hours
Prerequisite: MU 232. A study of the development of music from the middle ages through the eighteenth century. Score study and listening are emphasized. Term project required.

MU 325 - Music History II 3 semester hours
Prerequisite: MU 231, 232, 324. 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 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 333. 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 233. 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, and 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 and admittance into the Teacher Education Program (TEP). A study of music learning processes and current methods and procedures for music instruction in the K-12 classroom.

MU 411 - Senior Recital: Major Instrument 1 semester hour
Prerequisite: MU 312. Individual instruction in the techniques and performance literature for the student's principal instrument/voice. A recital is required.

MU 412 - Applied Music: Major Instrument/Voice 1 semester hour
Prerequisite: MU 411. Individual instruction in the advanced techniques and performance literature for the student's principal instrument/voice.

MU 413 - Woodwind Methods 1 semester hour
Emphasis upon developing and teaching basic concepts of woodwind instruments appropriate to K-12 grade school settings.

MU 421 - Applied Music: Major Instrument / Voice 2 semester hours
Prerequisite: MU 322. Individual instruction in the techniques and performance literature for the student's principal instrument/voice.

MU 422 - Senior Recital: Major Instrument / Voice 2 semester hours
(Music Performance Majors only) Prerequisite: MU 421.Individual instruction in the techniques and performance literature for the student's principal instrument/voice. A recital jury and public recital are required for successful completion of the course.

MU 430 - Instrumental Methods and Techniques 3 semester hours
Prerequisite: MU 110 (6 hrs). Advanced topics in the development of instrumental music programs.

MU 434 - Choral Methods and Techniques 3 semester hours
Prerequisites: MU 232, MU 112 or MU 122. Advanced topics in the development of choral music programs.

MU 435 - Arranging for Vocal and Instrumental Ensembles 3 semester hours
Prerequisites: MU 333. Practical arranging and scoring techniques for vocal and instrumental ensembles.

MU 436 – Conducting 3 semester hours
Prerequisites: MU 232. Study of fundamental aspects of conducting, including technique, gestures, score study and rehearsing orchestras, bands and choirs.

MU 437 - Form & Analysis 3 semester hours
Prerequisites: MU 334. Study of standard instrumental and vocal forms in tonal music. This course offers an in depth study of musical form and styles with an emphasis on Western tonal music of the last 300 years.

MU 439 - Eighteenth Century Counterpoint 3 semester hours
Prerequisite: MU 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 233, 344. 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, and MP3.

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 that 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 233, MU 344, MU 450. (MU 450 may be taken concurrently) 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.

MUS 499 - Senior Seminar in Music 1 semester hour
Prerequisite: MU 325 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.

MUM 111-112 - Class Voice 1 semester hour
Class instruction in voice as a student's minor instrument. Fundamentals of the singing are stressed. Required of all piano majors.

MUN 111-112 - Class Piano 1 semester hour
Class instruction in piano as a student's minor instrument. Fundamentals of the instrument are stressed. Required of all music majors except those with piano as a principal instrument.

MUM 211-412 - Class Voice 1 semester hour
Prerequisites: Levels 111-412 must be taken in succession. Class instruction in voice as a student's minor instrument. Required of all piano performance majors.

MUN 211-412 - Class Piano 1 semester hour
MUN 112/211. Class instruction in piano as a minor instrument. Required of all performance majors.

SPECIAL ACADEMIC PROGRAMS AND OPPORTUNITIES

Department of Music Performing Ensembles:

1. Marching Band
2. Symphonic Band
3. Concert Band
4. Jazz Band
5. Jazz Combo
6. Pep Band

7. Woodwind Ensembles
8. Brass Ensembles
9. Percussion Ensemble
10. Concert Chorale
11. Young Artists
12. Opera Workshop
13. B-CU Jubilee Singers

STUDENT ORGANIZATIONS

Collegiate Music Educators National Conference (CMENC)

The Collegiate Music Educators National Conference is the professional organization for students interested in music education or the teaching of music. It is affiliated with the Music Educators National Conference (MENC) and the Florida Collegiate MENC (FCMENC), part of the Florida Music Educators Association (FMEA).

Members receive the national journals, the *Music Educators Journal*, published by MENC and the state journal, *The Florida Music Director*, published by FMEA and the Florida Music Teacher Association. Members participate in local chapter meetings as well as state and national conventions and workshops. Many types of activities are undertaken. Over the years, Bethune-Cookman students have held various state offices and committee positions. All Bethune-Cookman students who are interested in music, regardless of major, are invited to become members of CMENC.

Information about the organization can be obtained from chapter members or chapter advisors.

Kappa Kappa Psi National Honorary Band Fraternity and Tau Beta Sigma National Honorary Band Sorority

Open to all band students who meet the required academic and performance standards and who exhibit desirable personal qualities.

Sigma Alpha Iota Music Fraternity Phi Mu Alpha Sinfonia Music Fraternity

Open to all music students who meet the required academic and performance standards and who exhibit desirable personal qualities.

Further Study in Music:

Upon completion of the Bachelor of Arts degree in Music, students will be prepared for entry into graduate programs that offer advanced study in fields such as: music education, church music, music business, music therapy, music theory, music composition, musicology, ethnomusicology, jazz studies, opera, entertainment law, arts administration, theater, music library sciences, professional performance, conducting, studio music, and music engineering. Persons interested in graduate school should initiate the preparation process during their junior year. Counseling for graduate school is available through the Department of Music Faculty.

THE DEPARTMENT OF RELIGION, PHILOSOPHY AND HUMANITIES

The Department of Religion, Philosophy and Humanities offers a degree program leading to the Bachelor of Arts in Religion and Philosophy. In addition, the department contributes to the General Education curriculum of the university.

Department Mission and Goals

Courses in Religion, Philosophy and Humanities foster students' development of complex cognitive skills, competence and preparation in the fields of religion and philosophy, practical knowledge and life skills, appreciation of human differences, and integration of personal identity with civic responsibility. In these concrete ways, the Department of Religion and Philosophy and Humanities actively supports the university's core values of faith, scholarship, and service.

The goals of the Department of Religion and Philosophy and Humanities at Bethune-Cookman University are to:

(1) Prepare women and men dedicated to vocations of responsible service and scholarship;

(2) Equip leaders for a future with people of diverse beliefs, morals, values, religions and cultures;

(3) Teach patterns of faith which nurture commitment, justice, integrity, and peace in conjunction with other major areas of the university and community;

(4) Serve as an educational and theological/philosophical resource for local communities, the nation, and the world.

Bachelor of Arts in Religion and Philosophy

Students may choose an area of concentration for the degree, either Christian studies or philosophy. 120 credit hours are required for the completion of the program. Eighteen hours are available for electives and students are encouraged to choose a minor in ethics for leadership or in another discipline. Religion and philosophy can be combined with courses in business, music, education, journalism, the social sciences, or any other discipline depending on a student's interests and career goals.

Minor in Religion and Philosophy

Majors of other disciplines may receive a minor in Religion and Philosophy by completing a minimum of 18 semester hours in the Religion and Philosophy course program. Courses must be at the 200-level or above to count toward the minor.

Minor in Ethics for Leadership

Available to all majors in all schools, this minor requires 18 semester credit hours. Please contact the Dept. of Religion, Philosophy and Humanities for details and curriculum.

Admission to the Program: Admission is through a formal declaration of major.

PROGRAM STUDENT LEARNING OUTCOMES (PSLOs)

- Graduates critically reflect upon and evaluate competing philosophies, values, ethics and leadership qualities prominent in various cultures, eras, and religious traditions as assessed as acceptable on a rubric.
- Graduates can explain and critique the arguments of others and can construct their own logically-valid arguments both orally and in writing as assessed as acceptable on a rubric.
- Graduates use vocabulary, concepts, paradigms, and methods of analysis fundamental to their respective disciplines, both orally and in writing as assessed as acceptable on a rubric.
- Graduates identify prominent moral challenges facing societies and demonstrate awareness of various philosophical, aesthetic, ethical, and religious/theological principles that have historically contributed to the improvement and/or detriment of the human condition. Assessed at the level of acceptable or better on a rubric.
- Graduates demonstrate mastery of the standards for producing academic projects or papers using scholarly spoken and written English, critical analysis and synthesis of source materials.
- Given a writing assignment, all graduates can utilize current technology to research, write, produce, and present creative projects.
- Graduates differentiate and compare a variety of contrasting philosophical, religious/theological, and scholarly viewpoints and apply them to real-life situations in order to identify their contributions to the improvement of and/or detriment to the human condition as assessed as acceptable on a rubric.
- Graduates articulate moral understandings that inform and emerge from their own civic engagement and concern for social change. Assessed as acceptable or better on a rubric.
- Graduates exhibit productive consensus building and teamwork to meet shared objectives through collaboration grounded in equity, respect, and personal responsibility as observed and assessed by a rubric.

Major Requirements

Students must complete a minimum of 120 hours, including the General Education program.

Course Requirements: Please refer to the Vertical Curriculum.

2010-2011 **School of Arts and Humanities**

Bethune-Cookman University

Religion and Philosophy: Total Semester Hours=120

Freshman Year

First Semester			Second Semester		
EN 131	**College English I**	**3**	**EN 132**	**College English II**	**3**
MAT 131	**Math for Liberal Arts**	**3**	**MAT 132**	**College Math**	**3**
AH 110	**Freshman Seminar I**	**1**	**AH 111**	**Freshman Seminar II**	**1**
HI 130	**African American History**	**3**	RP 200	Understanding Religion	3
BI 131	**General Biology I**	**3**	**RE 260**	**Critical Reading**	**3**
BIL 131	**General Biology I Lab**	**0**	____ ____	Free Elective	3
ML ____	**Modern Language******	**3**	**HUE 180**	**Humanities Seminar**	**0**
HUE 180	**Humanities Seminar**	**0**			
	Total	**16**		**Total**	**16**

Sophomore Year

First Semester			Second Semester		
SC 230	**Intro/Oral Communication**	**3**	RP 230	Ethics	3
RP 220	Understanding the Bible	3	RP 239	Logic	3
____ ____	Science Elective**	3	RP 241	Religions of the World	3
HU ____	**Humanities*****	**3**	____ ____	Concentration Elective	3
RP 231	History of Ancient Philosophy **or**	3	____ ____	Concentration Elective	3
RP 232	History of Modern Philosophy		**HUE 280**	**Humanities Seminar**	**0**
PE ____	**Physical Ed. Activity***	**1**			
HUE 280	**Humanities Seminar**	**0**			
	Total	**16**		**Total**	**15**

Junior Year

First Semester			Second Semester		
RP 340	Religions in America	3	RP 333	The Prophets of Israel	3
HU ____	Humanities***	3	____ ____	Concentration Elective	3
____ ____	Concentration Elective	3	____ ____	Concentration Elective	3
____ ____	Free Elective	3	____ ____	Free Elective	3
____ ____	Free Elective	3	____ ____	Free Elective	3
HUE 380	**Humanities Seminar**	**0**	**HUM 380**	**Humanities Seminar**	**0**
	Total	**15**		**Total**	**15**

Senior Year

First Semester			Second Semester		
RP 434	Death and Immortality	3	RP 436	Philosophy of Religion	3
RP 465	Theories of Justice	3	RP 458	Special Topics	3
RP 490	Field Work	3	RP 499	Senior Seminar	3
RP 498	Research in Religion and Philosophy	3	____ ____	Concentration Elective	3
____ ____	Free Elective	3	**HUE 480**	**Humanities Seminar**	**0**
HUE 480	**Humanities Seminar**	**0**			
	Total	**15**		**Total**	**12**

Concentration Electives

Philosophy Concentration electives			**Christian Studies Electives**		
EN 240	Advanced Composition	3	RP 225	Life and Teachings of Jesus	3
RP **231 / 232**	History of Philosophy	3	RP 227	Genesis	3
RP 355	Contemporary Philosophy	3	RP 331	History of Christianity	3
RP 370	Political Philosophy	3	RP 336	Life and Teachings of Paul	3
RP 400	Africana Philosophy	3	RP 360	Christian Ethics	3
RP 430	Human Nature and Knowledge	3	RP 435	Black Church/Black Theology	3

General Education Courses are in Bold.

All students MUST see an Academic Advisor to review the details of the vertical curriculum and prerequisite requirements.

****MARCHING BAND MEMBERS ONLY, MUST substitute PE Activity with MUB 110 Marching Band.***

****ROTC MEMBERS ONLY, substitute PE Activity with MY 104 Basic Military Science and MYL 104 Basic Military Science Lab. (ROTC)***

***** Choose ONE from PH 230 Physical Science, CH 131 General Chemistry, or ES 130 Introduction to Environmental Science.***

****** Choose ONE from HU 231 Ancient to Medieval Humanities, HU 232 Renaissance to early Romantic Era Humanities, or HU 233 Romanticism to Contemporary Humanities.***

*******Christian Studies Concentration will take MLK 131 Elementary Greek, Philosophy Concentration chooses any modern language acceptable for General Education requirements.***

COURSE DESCRIPTIONS FOR RELIGION, PHILOSOPHY AND HUMANITIES

Note: Humanities courses fulfill a general education requirement for all majors. In order to graduate, students must take at least one of the three Humanities courses listed below. 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 hour
Prerequisites: EN 131 and 132. This course provides a chronologically arranged and 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 and global survey of the period from the 14th century to the late 1700s. 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, the Americas and Asia during the 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 and global survey of the period from the early 19th century to the present. It focuses on the key events and human expressions in the arts, sciences and thought from an international and cross-cultural perspective. It gives particular attention to the eras of Romanticism, Realism and Modernism and Postmodernism from an international and cross-cultural perspective.

NOTE: Religion and Philosophy courses fulfill a general education requirement for all majors. In order to graduate, students must take at least one of the 200- or 300-level courses listed below, depending on their major.

RP 120 - Introduction to Religion and Philosophy 3 semester hours
No prerequisite. This course does NOT satisfy the General Education requirement for a course in Religion and Philosophy. 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. Critical Thinking is a central component to understand course content.

RPA 130 - Introduction to Bible (Old Testament) 3 semester hours
No prerequisite. This course does NOT satisfy the General Education requirement for a course in Religion and Philosophy. This is a survey course that focuses on the Old Testament. This course looks at the Bible in its historical settings and from the viewpoint of literature and religion.

RPB 130 - Introduction to Bible (New Testament) 3 semester hours
No prerequisite. This course does NOT satisfy the General Education requirement for a course in Religion and Philosophy. This is a survey course that focuses on the New Testament. This course looks at the Bible in its historical settings and from the viewpoint of literature and religion.

RP 200 - Understanding Religion 3 semester hours
No prerequisites. This course may be used to satisfy the General Education requirement for a course in Religion and Philosophy. An introduction to the discipline of Religious Studies through a multi-cultural study of basic concepts such as myth, ritual, deity, sacred space, sacred texts, music, and art.

RP 220 - Understanding Biblical Studies 3 semester hours
No prerequisites. This course may be used to satisfy the General Education requirement for a course in Religion and Philosophy. An introduction to the canon of Christian Scripture as well as to the Old and New Testaments in their historical, literary, and canonical contexts. This course serves as a critical foundation for the academic study of the Bible while allowing students to explore the contemporary connections with lived experience.

RP 225 - Life and Teachings of Jesus 3 semester hours
No prerequisites. This course may be used to satisfy the General Education requirement for a course in Religion and Philosophy. 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 227 - Genesis 3 semester hours
Prerequisite: EN 131. This course may be used to satisfy the General Education requirement for a course in Religion and Philosophy. An examination of the book of Genesis with emphasis upon its modern application to moral and ethical problems.

RP 230 – Ethics 3 semester hours
Prerequisite: EN 131. This course may be used to satisfy the General Education requirement for a course in Religion and Philosophy. 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. The course emphasizes values and ethics commensurate with those values and the role both play in our lives, socially and personally. The course examines the ways in which ethics and a sense of morality are shaped by society while also being transformative of society. Finally, the course explores different classical and contemporary moral theories and introduces various ways to consider justice.

RP 231 - History of Ancient and Medieval Philosophy 3 semester hours
Prerequisite: EN 131. This course may be used to satisfy the General Education requirement for a course in Religion and Philosophy. 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: EN 131. This course may be used to satisfy the General Education requirement for a course in Religion and Philosophy. 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 239 – Logic 3 semester hours
Prerequisite: EN 131. This course may be used to satisfy the General Education requirement for a course in Religion and Philosophy. 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 241 - Religions of the World 3 semester hours
No prerequisite. This course may be used to satisfy the General Education requirement for a course in Religion and Philosophy. A brief look at the religious beliefs and practices in India, China, and Japan, as well as the Near-Eastern traditions of Judaism, Christianity, and Islam.

RP 255 – Philosophy and Education 3 semester hours
No prerequisites. This course will introduce students to the philosophy of education through a close reading and discuss of key foundational texts as well as more contemporary, critical works. Education raises questions not only about the nature of knowledge and its transmission, but equally about power and its circulation. This course will examine the intersection of those questions as we reflect on the meaning of education and its role in contemporary society.

RP 331 - History of Christianity 3 semester hours
Prerequisite: EN 131, EN 132 and RE 260.This course may be used to satisfy the General Education requirement for a course in Religion and Philosophy. 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: EN 131, EN 132 and RE 260. This course may be used to satisfy the General Education requirement for a course in Religion and Philosophy. 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 336 - Life and Teachings of Paul 3 semester hours
Prerequisite: EN 131, EN 132 and RE 260.This course may be used to satisfy the General Education requirement for a course in Religion and Philosophy. 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 340 - Religions in America 3 semester hours

Prerequisite: EN 131, EN 132 and RE 260. This course may be used to satisfy the General Education requirement for a course in Religion and Philosophy. Traces the background and beliefs of the dominant religious groups - Catholic, Protestant, and Jewish - along with several alternative religious groups. Includes topics such as the role of religion in politics, religious diversity and public life, and popular religion.

RP 355 - Contemporary Philosophy 3 semester hours

Prerequisite: EN 131, EN 132 and RE 260. This course may be used to satisfy the General Education requirement for a course in Religion and Philosophy. A study of leading thinkers from the twentieth century to the present day with an inquiry into the prominent concerns in contemporary philosophy.

RP 360 Christian Ethics 3 semester hours

Prerequisite: EN 131, EN 132 and RE 260. This course may be used to satisfy the General Education requirement for a course in Religion and Philosophy. An introduction to the study of religious and philosophical ethics, focusing on four traditional Christian principles (love, justice, beneficence, conscience) and applying these principles to specific moral problems and issues such as human rights, human sexuality, social concerns, politics, economics, ad biomedicine. After a careful perusal of prominent Christian ethical theories and theorists, we will explore how moral judgments are made and how religious views influence these judgments.

RP 370 Political Philosophy 3 semester hours

Prerequisite: EN 131, EN 132 and RE 260. This course may be used to satisfy the General Education requirement for a course in Religion and Philosophy. An introduction to the field of political philosophy through a close reading and discussion of key foundational texts. We will examine issues such as the nature of rights, political authority, sovereignty, liberty, and justice. After a critical examination of these texts, we will explore how these political philosophies impact not only the formation of government and society, but our individual lives as well.

RP 400 - Africana Philosophy 3 semester hours

Prerequisite: RP 355 or permission of instructor. A study of leading philosophers in the field of African-American philosophy from 1619 to the present. This philosophy born of struggle will focus its attention on the dominant themes of Africana thought: existence, identity, alienation, oppression, racism and sexism. Special reference will be given to thinkers such as Howard McGary, Martin Delaney, Frederick Douglass, Garvey, W.E.B. Dubois, Cornel West, bell hooks, Naomi Zack, and Kwame Anthony Appiah.

RP 430 - Human Nature and Knowledge 3 semester hours
Prerequisite: RP 230 and RP 355 or permission of instructor. The fundamental questions about human nature and the reliability of human knowledge will be explored both historically and cross-culturally.

RP 434 - Death and Immortality 3 semester hours
Prerequisite: RP 200, RP 230, and RP 340 or permission of instructor. A study of the critical dimensions of death and dying, including immortality, suicide, abortion, euthanasia, capital punishment, the right to life, and other relevant topics. Includes use of materials from philosophy, psychology, sociology, and religion.

RP 435 - Black Church/Black Theology 3 semester hours
Prerequisite: HI 130 and RP 340, or permission of instructor. 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 200, RP 231, RP 232, and RP 331 or RP 355. 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 - Special Topics and Contemporary Issues 3 semester hours
Prerequisite: EN 131, EN 132 and RE 260; a minimum of 6 hours in Religion and Philosophy or permission of instructor. A topical study of issues and trends relevant to the study of religion and philosophy. Main theme varies from year to year. May be repeated once for credit.

RP 465 Theories of Justice for Leadership 3 semester hours
Prerequisite: RP 230 or permission of instructor. RP majors will be expected to have taken RP 333 and 355; minors in Ethics for Leadership will be expected to have taken LEAD 301. An examination of different understandings, formulations, and theories of justice as they relate to real world problems. Doing justice emerges as a central way to provide leadership in society and to appreciate the ethics of such leadership. The course accomplishes this by addressing a specific moral, social, or environmental issue identified by students who then examine the ways in which understandings of justice are shaped by and transform society.

RP 490 - Field Work 3 semester hours
Prerequisite: EN 131, EN 132, RE 260 and RP 230; a minimum of 18 semester hours in Religion and Philosophy; HUE 280, 380 or permission of instructor. Placement at 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: junior or senior standing, a minimum of 30 semester hours in RP courses. 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. As part of the course, each student will orally present a proposal at the departmental seminar for critique by faculty and must submit a preliminary draft of the research paper.

RP 499 - Senior Seminar in Religion and Philosophy 3 semester hours
Prerequisite: Successful completion of RP 498. This course is intended to provide guidance for students refining and developing the research project proposed and approved in RP 498. Completed research projects will be presented and defended before a faculty committee. This course also requires successful completion of senior exit exams in four content areas.

SPECIAL ACADEMIC PROGRAMS AND OPPORTUNITIES

Philosophy Reading Club Religion and Philosophy Film Group

DEPARTMENT OF SPEECH COMMUNICATION, THEATRE AND VISUAL ARTS

The department of Speech Communication, Theatre & Visual Arts offers majors focusing on Speech Communication, Theatre and Visual Arts. Students select from one of the following three emphases and or minor in any of the specified three areas. Also, students can take eighteen (18) credit hours in specific courses in Speech Communication, Theatre Arts, or Visual Arts to receive a minor respectively.

The Bachelor of Arts in Speech Communication General Speech Emphasis

The Bachelor of Arts in General Speech is designed for students who are interested in pursuing careers in sales, marketing, motivational speaking, employee training and development, lobbying, and communication-related careers within business and industry. Many students within this emphasis enter law and divinity schools. Other majors pursue Master's and Doctorate degrees in order to become professional educators at the college or university level. Also, students are expected to be actively involved in the activities of the Thurgood Marshall Speech and Debate Society. The Society is open to all interested students.

Interdisciplinary Studies Emphasis

The Interdisciplinary Studies Emphasis is perfect for the student able to identify a specific cognate area of study in such fields as Business, Education, Marketing, Advertising, Music Performance or Theatre and students who are interested in going to graduate and professional schools. Students in this emphasis must identify an official cognate area and will take a minimum of 18 hours in this cognate area. The cognate area will be selected according to the student’s specific career and/or graduate or professional school objectives (e.g. pre-law minor,

marketing minor, criminal justice minor, psychology minor, etc.). Also, students are expected to participate in the Thurgood Marshall Speech and Debate Society or the Speakers' Bureau as well as student organizations specific to their graduate and/or professional school goals. (Pre-law Club, Future Educators of America, BEEP, Psychology Club, etc.). The Thurgood Marshall Society and Speakers' Bureau are open to any interested student.

Performance (Acting and Directing) Emphasis

The Performance Emphasis is designed to train students who are interested in such fields of work as acting, directing, producing, and 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 design and technical theatre. Performance study also places importance on the development of critical thinking, creativity, and interpersonal and intrapersonal skills. Enrollment in Performance Repertory is required for the emphasis. Students whose emphasis is Performance must also be actively involved with the Mary McLeod Bethune Players. Orchesis Dance Ensemble within this emphasis. Students, outside of the major, are also invited to participate in these organizations.

MINOR IN GENERAL SPEECH COMMUNICATION - 18hrs

Course Requirements

SC 101 Introduction to Human Communication, 3 hours
SC 220 Communication Ethics, 3 hours
SC 301 Issues in Multicultural Communication, 3 hours
SC 335 Introduction to Argumentation and Debate, 3 hours
SC 401 Small Group Communication, 3 hours; **OR** TA 110 Acting I, 3 hours
SC 407 Special Topics in Speech Communication, 3 hours

ANY ONE (1) of the following topics:

- **SCA 407** Rhetorical Criticism
- **SCB 407** International Communication
- **SCC 407** Gender Communication
- **SCD 407** Social Movements
- **SCE 407** Communication Theory
- **SCF 407** Interviewing
- **SCG 407** Intimate Communication
- **SCH 407** Nonverbal Communication
- **SCI 407** Health Communication

- **SCJ 407** Leadership Communication
- **SCK 407** Computer-Mediated Communication
- **SCL 407** Family Communication
- **SCM 407** Classroom Communication
- **SCN 407** Contemporary Dance Technique

MINOR IN THEATRE ARTS- 18hrs

Course Requirements

TA 110 Acting I, 3 hours

TA 102 Elements of Play Production, 3 hours

TA 210 Acting II, 3 hours

TA 302 Theater History, 3 hours

TA 310 Acting III, 3 hours

TA 402 Black American Drama, 3 hours

MINOR IN VISUAL ARTS - 18hrs

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 University with at least six (6) hours at the junior/senior (300 or 400) levels.

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

Course Requirements

ART 210 Art History, 3 hours

ART 211 Principles of Design I, 3 hours

ART 110 Drawing and Composition, 3 hours **OR ART 215** Photography I, 3 hours

Art Electives 9.0 ANY three (3) of the following:

ART 120 Drawing and Composition, 3 hours

ART 130 Analysis of Visual Arts, 3 hours

ART 212 Principles of Design II, 3 hours

ART 216 Photography II, 3 hours

ART 310 Printmaking, 3 hours

ART 313 Acrylic Painting I, 3 hours

ART 314 Acrylic Painting II, 3 hours

ART 317 Silk-screening I, 3 hours

ART 318 Silk-screening II, 3 hours

ART 320 Selected Topics in Art, 3 hours

ART 410 Art Seminar, 3 hours

In addition to program specific offerings the department contributes to the General Education Curriculum and services courses for other programs including SC 230 Introduction to Effective Oral Communication required for all undergraduate students; AH 110 Freshman Seminar I and AH 111 Freshman Seminar II required for all undergraduate students in the School of Arts and Humanities; and TAB 103 Dance Seminar *as substitute for* ***PE Activity***

Department of Speech Communication, Theatre and Visual Arts Mission and Goals:

The Mission and Goals of the department of Speech Communication, Theatre, & Visual Arts are to recognize the paramount importance of effective oral, written, visual, and other forms of non-verbal communication in an effort to evolve students into transformative leaders.

Through inquiry, critical thinking, and collaboration, students are provided with the skills necessary for effective cultural and civic engagement as globally focused communicators, performers, and scholars.

PROGRAM STUDENT LEARNING OUTCOMES (PSLOs)

- Demonstrate ability to critically listen, analyze, evaluate speakers, speeches, dramatic texts, performances, visual art forms, and apply communication, performance, artistic theories, and aesthetic and technical qualities as assessed through competency rubrics.
- Apply qualitative, quantitative, or triangulation methods in art, communication or performance research as demonstrated by a competency rubric.
- Organize and deliver effective oral presentations or performance with a variety of communication or performance goals and purposes, including computer and audio-visual technologies as demonstrated by a competency rubric.
- Demonstrate skills and knowledge necessary for art production, effective communication, performance, and scholarship in careers, graduate or professional schools as assessed through competency rubric.
- Appreciate the essence of group communication or performance including leadership and membership roles as well as effective participation to achieve realistic goals as assessed through competency rubric.

- Identify audience diversity and making relevant communication or performance adjustment to age, gender, race, ethnicity, national origin, religion, sexual orientation, disability, language, and social-economic status in today's global society.
- Recognize, critique and demonstrate appreciation for performances, oral traditions, and works of art produced by artists of diverse cultures, both past and present.
- Demonstrate civic engagement by applying communication, performance, artistic skills in real life experiences in today's society and internship.

Major Requirements

Students must complete a minimum of 120 hours, including the General Education program.

Course Requirements

Note: Please refer to the vertical curriculum for additional course requirements.

2010-2011 **School of Arts and Humanities**

Bethune-Cookman University

Speech Communication: Total Semester Hours=120

Freshman Year

First Semester				Second Semester			
EN 131	**College English I**	**3**	**EN**	**132**	**College English II**		**3**
MAT 131	**Math for Liberal Arts**	**3**	**MAT**	**132**	**College Math**		**3**
AH 110	**Freshman Seminar I**	**1**	**BI**	**131**	**General Biology I**		**3**
HI 130	**African-American History**	**3**	**BIL**	**131**	**General Biology I Lab**		**0**
PE ____	**Physical Ed. Activity***	**1**	**RE**	**260**	**Critical Reading**		**3**
____ ____	SC 101 **or** TA 100	3	TA	103	Any ONE of THREE Part Seminars		1
____ ____	ANY 1 of 3 TA 103 Seminar **or**	1	____	____	SC 203 **or** TA 110		3
____ ____	TA 102	3	**AH**	**110**	**Freshman Seminar II**		**1**
HUD 180	**Professional Seminar**	**0**	**HUD**	**180**	**Professional Seminar**		**0**
	Total	**15/17**				**Total**	**17**

Sophomore Year

First Semester				Second Semester			
ML ____	**Modern Language 131 or 132**	**3**	**HU**	____	**Humanities*** **		**3**
SC 230	**Intro/Oral Communication**	**3**	**RP**	____	**RP Elective (200-300 Level)**		**3**
____ ____	**Science Elective** **	**3**	____	____	SC 232 **or** TA 210		**3**
____ ____	SC 231 **or** TA 220	3	____	____	SC 220 **or** CS 132		3
____ ____	CS 132 **or** TA 201	3	TA	245	Oral Interpretation of Literature **or**		**3**
TA 103	Any ONE of THREE Part Seminars	1	TA	____	Any TA 100-300 Level		
HUD 280	**Professional Seminar**	**0**	TA	____	Any 1 of 3 TA 103 Part Seminars		0/1
	Total	**16**	**HUD**	**280**	**Professional Seminar**		**0**
						Total	**15/16**

Junior Year

First Semester				Second Semester			
____ ____	SC 301 **or** TA 307	3	____	____	SC 300 **or** TA 300		3
____ ____	SC 302 **or** TA 302	3	____	____	SC 305 **or** TA 310		3
____ ____	SC 304 **or** TA 304	3	____	____	SC 403 **or** TA 330		3
____ ____	SC 335 **or** TA 420	3	____	____	Any SC 407 **or** TA 421		3
____ ____	Free Elective	3	____	____	Free Elective		3
HUD 380	**Professional Seminar**	**0**	**HUD**	**380**	**Professional Seminar**		**0**
	Total	**15**				**Total**	**15**

Senior Year

First Semester				Second Semester			
____ ____	SC 401 **or** TA 320	3	SC	490	Internship		6
____ ____	Any SC 407 **or** Free Elective **or** TA 402	3	____	____	Free Elective		6
____ ____	SC 407 **or** SCO 435 **or** TA 430	3	**HUD**	**480**	**Professional Seminar**		**0**
____ ____	SC 499 **or** TA 499	3					
____ ____	Free Elective	3					
HUD 480	**Professional Seminar**	**0**					
	Total	**15**				**Total**	**12**

General Education Courses are in Bold.
All students MUST see an Academic Advisor to review the details of the vertical curriculum and prerequisite requirements.
MARCHING BAND MEMBERS ONLY, MUST substitute PE Activity with MUB 110 Marching Band. MAY Substitute TAB 103 Dance Seminar for PE Activity
ROTC MEMBERS ONLY, substitute PE Activity with MY 104 Basic Military Science and MYL 104 Basic Military Science Lab. (ROTC)
*** Choose ONE from PH 230 Physical Science, CH 131 General Chemistry, or ES 130 Introduction to Environmental Science.***
**** Choose ONE from HU 231 Ancient to Medieval Humanities, HU 232 Renaissance to early Romantic Era Humanities, or HU 233 Romanticism to Contemporary Humanities***

2010-2011 **School of Arts and Humanities**

Bethune-Cookman University

SPEECH COMMUNICATION ELECTIVES

Speech Communication-Interdisciplinary Studies-Theatre Arts Performance Electives

Speech Communication : Required Courses -27 hours

TAA	103	Tra-Co-Dram Seminar	1
TAB	103	Dance Seminar	1
TAC	103	Public Speaking Seminar	1
CS	132	Computer Applications I	3
TA	245	Oral Interpretation of Literature	3
SC	499	Internship	6
____	____	SC / TA / VA Free Electives	12
HUD	**180-480**	**Professional Seminar**	**0**

Theatre Arts-Performance Electives

TA	100	Introduction to Theatre	3
TA	102	Elements of Play Production	3
TA	110	Acting I	3
TA	201	Movement for the Actor	3
TA	210	Acting II	3
TA	220	Theatre Crafts	3
TA	300	TA Research & Junior Seminar	3
TA	302	Theatre History	3
TA	304	Introduction to Design	3
TA	307	Voice Production for the Performer	3
TA	310	Acting III	3
TA	320	Narrative Theatre	3
TA	330	Performance Repertory I	3
TA	402	Black American Drama	3
TA	420	Script Interpretation	3
TA	421	Directing	3
TA	430	Performance Repertory II	3
TA	499	Senior Seminar in Theatre Arts	3

Interdisciplinary Studies Electives

SO	435	Groups & Group Behavior	3
____	____	SC / SS Elective	3

Speech Communication electives

SC	101	Intro to Human Communication	3
SC	203	Effective Listening	3
SC	220	Communication Ethics	3
SC	231	Intro to Communication Theory	3
SC	232	Rhetorical Criticism	3
SC	300	Speech Comm. Research & Junior Seminar	3
SC	301	Issues in Multicultural Comm.	3
SC	302	Organizational Communication	3
SC	304	Intro to Interpersonal Comm.	3
SC	305	Persuasion Theory & Practice	3
SC	335	Intro to Argumentation & Debate	3
SC	401	Small Group Communication	3
SC	403	Communication in Conflict Mediation and Negotiation	3
SC	499	Senior Seminar in Speech Comm.	3
____	____	Free Electives	15

Special Topics

SCA	407	Rhetorical Criticism	3
SCB	407	International Communication	3
SCC	407	Gender Communication	3
SCD	407	Social Movements	3
SCE	407	Communication Theory	3
SCF	407	Interviewing	3
SCG	407	Intimate Communication	3
SCH	407	Nonverbal Communication	3
SCI	407	Health Communication	3
SCJ	407	Leadership Communication	3
SCK	407	Classroom Communication	3
SCL	407	Family Communication	3
SCM	407	Computer Mediated Communication	3
SCN	407	Contemporary Dance Technique	3

COURSE DESCRIPTIONS FOR SPEECH COMMUNICATION, THEATRE AND VISUAL ARTS

SC 101 - 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: Introduction to the theory and practice of effective listening in a variety of situations and environments.

SC 220 - Communication Ethics 3 semester hours
Prerequisites: 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 231 - Introduction to Communication Theory 3 semester hours
Prerequisites: EN 131 & EN 132 The course will offer students a broad introduction to theories that explain, impact, and shape communication processes. Specifically, this course is based on communication research and theory as applied to a variety of situations and contemporary social interactions. The goals of the course are to improve the student's understanding of fundamental theories and concepts including interpersonal, interviewing, small group, presentational, and organizational communication.

SC 232 - Rhetorical Criticism 3 semester hours
Prerequisites: EN 131 & EN 132. This course is designed to introduce students to the significance of rhetorical criticism while providing clear guidelines for understanding and practicing critical analysis. The course is structured to provide a systematic approach to develop the skills of analyzing and assessing symbols.

SC 300 - Speech Communication Research and Junior Seminar 3 semester hours
Prerequisites: EN 131 and EN 132 SC 230. 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 SC 230. 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 & SC 230. 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 SC 230. 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 SC 230. 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 SC 230 & SC 304. 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 403 - Communication in Conflict Mediation and Negotiation 3 semester hours

Prerequisites: EN 131 & EN 132 SC 230 & SC 304. 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.

SC 407 – Special Topics n Speech Communication 3 semester hours

Prerequisites: None. This course is designed to present information on a wide variety of subjects in which speech communication majors should be exposed to but which inclusion as regular course offerings is precluded because of regularly scheduled semester offerings. Despite the 407 number, the course is not exclusively a senior level course as confirmed in the Program Vertical Curriculum at the Junior level. All students are invited to enroll in any of the following special topic courses:

SCA 407 Rhetorical Criticism
SCB 407 International Communication
SCC 407 Gender Communication
SCD 407 Social Movements
SCE 407 Communication Theory
SCF 407 Interviewing
SCG 407 Intimate Communication
SCH 407 Nonverbal Communication
SCI 407 Health Communication
SCJ 407 Leadership Communication
SCK 407 Computer-Mediated Comm.
SCL 407 Family Communication
SCM 407 Classroom Communication
SCN 407 Contemporary Dance Technique

SC 490 – Internship 6 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. 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 and132. 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 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 non-majors 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.) Non-majors 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.

TAA 103 A Tra-Co-Dram Seminar 1 semester hour
The Tra-Co-Dram Seminar course is a studio based course designed to teach basic principles in acting and theatrical production. Students will be engaged in a variety of physical acting exercises, explorations, and applications as related to the theatre, forensics and oral interpretation. The assignments in the course draw on principles from a variety of acting and performance techniques and include elements theatre production, arts administration and directing. Students are required to participate in a public performance and keep a journal of classes and exercises.

TAB 103 A Dance Seminar 1 semester hour
The Dance Seminar course is a studio based course designed to teach basic movement principles in a variety of dance genres/styles. Students will be engaged in a variety of physical exercises, explorations, and applications as related to the art of dance and movement expression. The exercises in the course explore principles from a variety of dance techniques and include elements of body conditioning, African dance, yoga, ballet, jazz, improvisation, and choreography. Students are required to participate in a public performance and keep a journal of classes and exercises. Under the new General Education curriculum, this course can be used to satisfy the PE activity requirement.

TAC 103 A Public Speaking Seminar 1 semester hour
A study of the fundamentals of Oral Communication through practice for the purposes of organizing and delivering effective oral messages in a variety of settings. The course prepares students to improve ability to speak before an audience, to listen and analyze speeches, and to increase awareness of the role of communication in our complex society, including the online environment.

TA 110 - Acting I 3 semester hours
This course is for non-majors and majors. The course is an introduction to acting and includes its basic elements and techniques in scene and monologue presentation.

TA 201 - Movement for the Actor 3 semester hours
Prerequisite: TA 110. 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 210 - Acting II 3 semester hours
Prerequisites: TA 110 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 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 245 - Oral Interpretation of Literature 3 semester hours
Prerequisites: EN 131 and132. 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 emphasis 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 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 304 Introduction to Design 3 semester hours
Prerequisites: 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 307 Voice Production for the Performer 3 semester hours
Prerequisites: EN 131 & EN 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 310 - Acting III 3 semester hours
Prerequisites: EN 131, 132 & TA 210 or permission of the instructor. Audition required for students without TA 210 background. This course is designed to emphasize styles of acting. Special emphasis on plays drawn from various historical periods.

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 307, 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 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 II 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 6 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, 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.

COURSE DESCRIPTIONS FOR ART

ART 110 - Drawing and Composition I 3 semester hours
Introduction to representational drawing with emphasis on basic skills and concepts, using the 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.

SPECIAL ACADEMIC PROGRAMS AND OPPORTUNITIES:

Student Organizations

Orchesis Dance Ensemble
Tra-Co-Dram – The Mary McLeod Bethune Players
Thurgood Marshall Speech & Debate Society

Main Stage Theatre Season

Fall Production & Spring Production

Professional Affiliations: National Communication Association (NCA)
Southeastern Theatre Conference, Inc. (SETC)
Black College Dance Exchange (BCDE)
Black Theatre Network (BTN)

Job/Career Opportunities

Students attaining in advance degree in Speech Communication or a related area are the major goal for Departmental Faculty. Students who are graduated with a degree from the department of Speech Communication, Theatre, & Visual Arts are uniquely prepared to take advantage of a variety of employment opportunities. A brief sampling of careers fields and occupation arenas are listed below: Lawyers, Spokespersons (PR), Actors, Realtors, Speech Writers, Voice Talent (radio, TV, film), Civil Servants, Theatrical Directors, Human Resource Development, Education, Communication Trainer, Customer Service Representatives, Lobbyists, Motivational Speakers, Newscasters, Ministers, Legislators, Public Relations Professionals, Counselors, Educators, Diplomats, Business, Buyers, Human Resource Managers, Program Coordinators, Public Information Officers.

The School of Education offers a degree leading to the Bachelor of Arts in English Education and Music Education. The majors are offered in cooperation with the School of Arts and Humanities.

Music Performance and Music Technology Students.

School of Business Instructor, Mr. Earl Burney, Delivering one-one instruction.

SCHOOL OF BUSINESS

Dr. Aubrey Long, Dean School of Business, and future business leaders outside the Wendell P. Holmes Business Building

The Wendell Holmes School of Business recognizes that leadership is more than a position. It is an action. Mastery of the major tenets of business is accomplished through innovative and cutting edge technologies and systems. Students are trained in Accounting, Entrepreneurship, Finance, Management, Management Information Systems, Marketing, International Business, and Hospitality Management. Activities are designed to help students become critical and analytical thinkers, and effective communicators who exemplify the highest levels of ethical and moral behavior.

OBJECTIVES

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 OF BUSINESS STUDENT LEARNING OUTCOMES

1. Business students upon completing their program will demonstrate at an acceptable level both critical thinking and problem solving skills supported by appropriate analytical and quantitative techniques through a case study, group project, senior thesis/business plan and/or written assignments.

2. Business students upon completing their program will demonstrate at acceptable levels technological competencies required for handling vital business information/decisions through various projects/tasks and/or assignments.

3. Business students upon completing their program will define the professional code of conduct within their discipline and demonstrate at an acceptable level the importance of behaving ethically in their professional lives through case studies identifying ethical dilemmas and applying an ethical model or framework to propose and defend a resolution.

4. Business students upon completing their program will demonstrate at acceptable levels communication skills both written and oral through a case study, senior thesis/business plan, and an oral presentation.

5. Business students upon completing their program will demonstrate at acceptable levels the ability to integrate general knowledge across business disciplines through a case study or project that develops a strategic recommendation that embodies each functional area of business.

6. Business students upon completing their program will demonstrate at acceptable levels the ability to analyze key global and diverse components of countries' business environments and discuss how environmental components differ across countries through internships, research and oral presentation.
7. Business students upon completing their program will demonstrate at acceptable levels a sense of civic responsibility through service projects and presentations assessed by rubrics appropriate to the discipline.

School General Requirements:

Students are required to complete the Business Core and must earn a "C" or better in all business courses. Students are required to complete the standardized, comprehensive School of Business Exit Exam. 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 the following courses to satisfy General Education Requirements:

- MAT 134 and MAB 138 - Math Requirements
- RP 200 or 300 Elective - RP 341 Preferred

Business Core: .....59 Hours

- AC 231 Principles of Accounting I
- AC 231L Accounting I Lab
- AC 232 Principles of Accounting II
- AC 232L Accounting II Lab
- BA 110 Introduction to Business
- BA 231 Microeconomics
- BA 232 Macroeconomics
- BA 234 Legal and Ethical Environment of Business
- BA 236 Business Statistics
- BA 237 Quantitative Tools and Methods
- BA 360 Business Communication
- BA 499 Capstone Course
- BL 230 Business Leadership and Professional Development
- BL 211 Leadership and Professional Development I
- BL 212 Leadership and Professional Development II
- FI 335 Corporate Finance
- IB 350 International Business
- ITM 100 Computer Literacy
- ITM 110 Business Computer Applications for Microcomputers

- ITM 200 Introduction to Information Technology
- MG 300 Management and Organizational Behavior
- MG 493 Business Ethics
- MG 495 Business Strategy and Policy
- MK 341 Principles of Marketing

***Core courses may differ for Hospitality Management Majors**

School of Business Dress Policy:

The School of Business students at Bethune-Cookman University are required to "Dress Professionally" EACH Wednesday and for ALL business functions.

The School of Business at Bethune-Cookman University, strongly maintains the traditional notion of a acceptable professional dress. In order to achieve the total professional and educational experience, appearance of every business student is an important component of maintaining a business centered learning environment.

In order to achieve the total professional and educational process, an appropriate dress code policy, which promotes a positive image of the School of Business, must be demonstrated at all times. All students must have the following items:

Women: Business suits consisting of matching jacket and bottom in conservative dark colors. Navy and dark gray. Black is only acceptable for evening events. **(Suit Skirt/Dress)**: knee length required. The split should be in the back, 3-6 inches. Tight and miniskirts are unacceptable for business. **(Pantsuits)**: Are acceptable.

Pumps: Wear black or navy blue basic pumps with heels no higher than 2 inches. No suede, pattern, fabric multicolor trimming, laces, straps or decorative pumps. No open-toed or open-heeled shoe; no flips or sandals.

Men Suit: A suit is a must! Conservative 2 or 3 buttons, single or double-breasted suits are acceptable. Navy and dark gray, conservatively tailored (cuffs). Black is only acceptable for evening events. Long suit jackets are unacceptable. No flashy ties.

Shoes: Black leather with laces or loafers, cordovan or brown classic lace-up, shined, and in good repair. No cloth fabric or skin (gators). No buckles, athletic apparel, patent leather shoes, sandals or brogans are acceptable. Shoes should not have any metal ornaments on them.

The School of Business Dress Code Policy bans caps, do-rags, hoods and no sagging trousers are worn in classrooms. Unless medical documentation is provided, sunglasses or “shades” will not be worn in classrooms or at any type of business program. No bare-footed chaps are allowed anywhere in the School of Business.

** First semester Freshman will be required to purchase School of Business dress shirts to be worn on B-Day, some business functions and community service events.

OFFERINGS

1. **Degree of Bachelor of Science in the following areas**:
   Accounting
   Business Administration
   Hospitality Management
   International Business

2. **With Emphasis in:**
   Entrepreneurship
   Finance
   Management
   Management Information Systems
   Marketing

3. **Minors:** Non-Business Majors
   A minor within the School of Business requires 20 credit hours as follows:
   Business Core.....20 Hours
   - AC 231 and AC 231 Lab
   - AC 232 and AC 232 Lab
   - BA 232
   - MG 300
   - MK 341
   - One 300 or 400 Level Business Elective Course (MUST be Pre-Approved)

DEPARTMENT OF ACCOUNTING

The Department of Accounting offers a degree program leading to the Bachelor of Science in Accounting.

PROGRAM STUDENT LEARNING OUTCOMES (PSLO)

PSLO 1. Demonstrate the ability to understand the uses of accounting information by investors, creditors and managers including hands-on learning techniques.

PSLO 2. Demonstrate the ability to use accounting concepts and techniques essential to the administration of business enterprises and the accounting cycle for financial statement presentations.

PSLO 3. Demonstrate the ability to understand accounting for manufacturing, merchandising, and the service industries.

PSLO 4. Demonstrate an understanding of generally accepted accounting principles (GAAP) and how they relate to financial statements.

PSLO 5. Demonstrate the ability to understand ethical behavior and social responsibility relating to accounting and auditing issues.

PSLO 6. Demonstrate the ability to effectively communicate and apply analytical skills to accounting information.

Bachelor of Science in Accounting

The Bachelor of Science degree in Accounting is a four year program that provides an excellent foundation in accounting and business. Its conceptual focus is designed to prepare students for success in a constantly evolving business environment and to also prepare students for graduate studies. Today's global business environment brings new opportunities and challenges to the accounting profession. New business reporting models, international financial reporting standards, financial disclosure, corporate governance, fraud prevention, and government regulations are all shaping the future of the profession. New business reporting models, international financial reporting standards, financial disclosure, corporate governance, fraud prevention, and government regulations are all shaping the future of the profession.

Admission to the Program

A formal declaration of major and satisfactory completion of Accounting I w/Lab and II w/Lab (AC231, AC231L and AC 232, AC232L).

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 successfully pass a standardized comprehensive exit examination.

Refer to Accounting Vertical Curriculum on the next page

2010-2011 **School of Business**

Bethune-Cookman University

Accounting: Total Semester Hours=125

Freshman Year

First Semester			Second Semester			
EN 131	**College English I**	**3**	**EN**	**132**	**College English II**	**3**
MAT 134	**College Algebra**	**3**	**MAB**	**138**	**Business Calculus**	**3**
BU 110	**Freshman Seminar I**	**1**	**BU**	**111**	**Freshman Seminar II**	**1**
HI 130	**African American History**	**3**	**BI**	**131**	**General Biology I**	**3**
____ ____	**Science Elective****	**3**	**BIL**	**131**	**General Biology I Lab**	**0**
BA 110	Introduction to Business	3	**ML**	**131**	**Modern Language**	**3**
PE ____	**Physical Education Activity***	**1**	ITM	100	Essentintials of Info. Tech	1
			RE	**260**	**Critical Reading**	**3**
	Total	**17**			**Total**	**17**

Sophomore Year

First Semester			Second Semester			
AC 231	Accounting I	3	AC	232	Accounting II	3
ACL 231	Accounting I Lab	1	ACL	232	Accounting II - Lab	1
BA 231	Microeconomics	3	BA	232	Macroeconomics	3
BA 236	Bus. Probability & Statistics	3	BA	234	Business Law	3
BL 211	Leadership & Prof. Dev. I	1	BL	212	Leadership & Prof. Dev. II	1
ITM 110	Bus. Computer Applications	3	**HU**	**____**	**Humanities*****	**3**
SC 230	**Intro/Oral Communication.**	**3**	**RP**	**341**	**Religion of the World**	**3**
	Total	**17**			**Total**	**17**

Junior Year

First Semester			Second Semester			
AC 333	Intermediate Accounting I	3	AC	330	Accounting Info.System	3
AC 341	Cost Accounting	3	AC	334	Intermediate Accounting II	3
BA 237	Quantitative Tool & Methods	3	AC	338	Income Tax I	3
MG 300	Management & Org. Behavior	3	BA	360	Business Communication	3
MK 341	Principles of Marketing	3	BAL	360	Business Comm. Lab	0
			FI	335	Corporate Finance	3
	Total	**15**			**Total**	**15**

Senior Year

First Semester			Second Semester			
AC 335	Intermediate Accounting III	3	AC	435	Advanced Accounting	3
AC 431	Auditing	3	AC	450	Governmental Accounting	3
BA 334	Business Law II	3	BA	499	Capstone Course	3
IB 350	International Business	3	MG	495	Business Strategy & Policy	3
MG 493	Business Ethics	3				
	Total	**15**			**Total**	**12**

General Education Courses are in Bold.

All students MUST see an Academic Advisor to review the details of the vertical curriculum and prerequisite requirements.

****MARCHING BAND MEMBERS ONLY, MUST substitute PE Activity with MUB 110 Marching Band.***

****ROTC MEMBERS ONLY, substitute PE Activity with MY 104 Basic Military Science and MYL 104 Basic Military Science Lab. (ROTC)***

***** Choose ONE from PH 230 Physical Science, CH 131 General Chemistry, or ES 130 Introduction to Environmental Science.***

****** Choose ONE from HU 231 Ancient to Medieval Humanities, HU 232 Renaissance to early Romantic Era Humanities, or HU 233 Romanticism to Contemporary Humanities***

2010-2011 **School of Business**

Bethune-Cookman University

BUSINESS ELECTIVES

Accounting Electives

AC 336	Managerial Accounting	3
AC 338	Income Tax I	3
AC 411	Seminar in Accounting	3
AC 439	Income Tax II	3

Enterpreneurship Electives

ENT 350	Enterpreneurship	3
ENT 315	Financing New Bus. Ventures	3
ENT 320	Enterpreneurship and Small Business Management	3

Marketing Elective

MK 350	Consumer Behaviour	3
MK 360	Promotional Strategies	3
MK 370	Sales Management	3
MK 400	Marketing Research	3
MK 410	Marketing Systems	3
MK 411	Seminar in Marketing	3
MK 415	Creating Customer Value	3

International Business

IB 365	International Economics	3
IB 400	Seminar in Global Issues	3
IB 420	Int'l Finance and Trade	3
IB 440	Int'l Marketing	3
IB 455	Int'l HR Management	3
IB 470	Int'l Management	3

Hospitality Elective

HM 230	Principles of Tourism	3
HM 440	Vacation Ownership & Resort Development	3
HM 462	Culture and Cuisine	3

Finance Electives

FI	310	Personal Finance	3
FI	330	Money and Banking	3
FI	363	Equity Securities & Mkts	3
FI	390	Investments	3
FI	462	Financial Futures & Options	3

Management Electives

MG	350	Production Management	3
MG	360	Human Resource Mgmt	3
MG	385	Problems of Supervision	3
MG	411	Seminar in Management	3

ITM Elective

ITM	210	Foun. of Comp. Programming	3
ITM	220	Hardware & Software	3
ITM	230	E-Commerce	3
ITM	240	Globalization & Info. Tech.	3
ITM	300	Database Prog. & Design	3
ITM	310	Info. Tech. Management	3
ITM	320	Business Intelligence	3
ITM	340	Networking & Telecomm.	3
ITM	350	Systems Analysis & Design	3
ITM	420	Information Systems Security	3

Internships

ITS	190	Internship	1
ITS	290	Internship	2
ITS	390	Internship	3

Free Electives

PS	230	Intro. to Psychology **or**	3
SS	130	Intro. to Social Science	3

COURSE DESCRIPTIONS FOR ACCOUNTING

AC 231 - Principles of Accounting I 3 semester hours

Prerequisites: MA 131 and RE 260. Introduction to the basic records and procedures used by service and merchandising organizations in accumulating financial data with emphasis on statement presentation.

AC 231L - Principles of Accounting I Lab 1 semester hour

Co-requisite: AC 231. This lab course is designed to reinforce the basic accounting concepts and the understanding of the accounting cycle and financial statements as instructed in the Principles of Accounting I course. The lab course is required to be taken in conjunction with AC 231, Principles of Accounting I. The goal(s) are to provide a clear understanding of the basic principles of accounting as it applies to the accounting cycle and preparation of financial statements. An understanding of the principles and concepts of financial statements and financial reporting in accordance with general accepted accounting principles (GAAP) is emphasized.

AC 232 - Principles of Accounting II 3 semester hours

Prerequisite: AC 231. A continuation of Principles of Accounting I. Emphasis on financial statement interpretation and the uses of accounting information by management for planning, controlling and decision making.

AC 232L - Principles of Accounting II Lab 1 semester hour

Co-requisite: AC 232. This lab course is designed to reinforce the basic accounting concepts and the understanding of the accounting cycle and financial statements as instructed in the Principles of Accounting I and Principles of Accounting II courses. The lab course is required to be taken in conjunction with AC 232, Principles of Accounting II. The goal(s) are to provide a clear understanding of the principles of accounting as it applies to the accounting cycle and preparation of financial statements. An understanding of the principles and concepts of financial statements and financial reporting in accordance with generally accepted accounting principles (GAAP) is emphasized.

AC 330 - Accounting Information Systems 3 semester hours

Prerequisites: AC 333. A study of the ramifications of integrating information systems into the basic accounting process; internal control in both manual accounting and EDP systems and accounting systems development.

AC 333 - Intermediate Accounting I 3 semester hours

Prerequisite: AC 232. A rigorous study of the methodology and underlying theory of financial accounting; including an in-depth analysis of valuation alternatives and their effect on income measurement.

AC 334 - Intermediate Accounting II 3 semester hours

Prerequisite: AC 333. A continuation of Accounting 333. A study of accounting theory and techniques underlying the determination of contents and valuation of accounts for the financial statement of a going concern.

AC 335 - Intermediate Accounting III 3 semester hours

Prerequisite: AC 334. A continuation of Accounting 334. A continuous study of accounting theory and techniques underlying the determination of contents and valuation of accounts for the financial statement of a going concern.

AC 336 - Advanced Managerial Accounting 3 semester hours
Prerequisite: AC 232. Study of accounting concepts and techniques as aids to management planning and control including budgeting, cost behavior, cost-volume-profit analysis, and responsibility accounting for managerial decision making.

AC 338 - Income Tax I 3 semester hours
Study of current principles and concepts of Federal Income Tax laws and related reporting requirements. Students will also study the tax structure and apply principles to selected accounting issues.

AC 341 - Cost Accounting 3 semester hours
Prerequisites: AC 232. A comprehensive study of fundamental cost accounting concepts and methodology of product and inventory cost determination and the effect on income measurement for manufacturing concerns.

AC 411 - Seminar in Accounting 1-3 semester hours
Prerequisite: Completion of all core business requirements. Topics covered give additional consideration to selected accounting problems. Current accounting issues, problems and approaches to their resolution are examined. Senior standing and permission of instructor.

AC 431 – Auditing 3 semester hours
Prerequisite: AC 333. The course concentrates on the conceptual and practical aspects of the examination of financial statements by independent accountants within the framework of generally accepted accounting principles and generally accepted auditing standards. Appropriate attention is also given to the objectives and distinguishing characteristics of internal and operational auditing and to the importance and relevance of the Code of Professional Conduct.

AC 439 – Income Tax II 3 semester hours
Prerequisite: AC 338. A study of the taxation of sole proprietors, partnerships and corporations and a review of the taxation of individuals.

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. The course introduces the student to concepts and methods of accounting for governmental and not-for-profit entities. Financial reporting, budgeting, and the environment in which these entities operate are also explored.

DEPARTMENT OF BUSINESS ADMINISTRATION

The Department of Business Administration offers a degree program leading to the Bachelor of Science in business administration with emphasis in entrepreneurship, finance, management, management information systems, and marketing.

PROGRAM STUDENT LEARNING OUTCOMES (PSLO)

PSLO 1. Demonstrate the ability to evaluate and understand risk, returns, management theories, effective decision making, critical thinking, planning and measuring profitability through case studies, projects and other assignments.

PSLO 2. Demonstrate the ability to understand the uses of technology concepts by managers, including hands-on learning techniques.

PSLO 3. Demonstrate the ability to understand ethical behavior and social responsibility in the workplace and satisfy stakeholders' interests.

PSLO 4. Demonstrate the ability to use effective communication skills both written and oral through case studies, business plans, and/or oral presentation and research papers.

PSLO 5. Demonstrate an acceptable level of learning competencies across business discipline (i.e. courses) that encompass each functional area of core business curriculum.

PSLO 6. Demonstrate satisfactory skills and abilities in doing business across international boundaries and discuss the impact of global competitiveness on multinational organizations through internships, research and/or presentations.

PSLO 7. Demonstrate an acceptable level of engagement in community service.

Bachelor of Science in Business Administration

The Business Administration degree program is designed to prepare graduates with the requisite knowledge, skills, and values to effectively apply various business principles and tools in an organizational setting. The program is designed to bridge the gap between theory and practical application, while examining the areas of accounting, critical thinking and decision-making, finance, business law, leadership, management, marketing, organizational behavior, research and evaluation, and technology. Students are required to demonstrate a comprehensive understanding of the undergraduate business curricula through an integrated capstone course. Upon graduation, students will be adequately prepared for entry into the public and private sectors as entry-level managers.

Admission to the Program: Through a formal declaration of major.

Business Administration Minor

Students majoring in Accounting 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 or any emphasis within finance, management, marketing, management information systems, or entrepreneurship for a total of 20 hours.

Major Requirements

Students are required to complete 24 credit hours and must earn a "C" or better in all business courses. All students are required to successfully pass a standardized, comprehensive School of Business Exit Examination before the last semester of their senior year.

2010-2011 **School of Business**

Bethune-Cookman University

Business Administration: Total Semester Hours=125

Freshman Year

First Semester			Second Semester			
EN 131	**College English I**	**3**	**EN**	**132**	**College English II**	**3**
MAT 134	**College Algebra**	**3**	**MAB**	**138**	**Business Calculus**	**3**
BU 110	**Freshman Seminar I**	**1**	**BU**	**111**	**Freshman Seminar II**	**1**
HI 130	**African American History**	**3**	**BI**	**131**	**General Biology I**	**3**
____ ____	**Science Elective****	**3**	**BIL**	**131**	**General Biology I Lab**	**0**
BA 110	Introduction to Business	3	____	____	Free Elective	3
PE ____	**Physical Education Activity***	**1**	ITM	100	Essentials of Info. Tech	1
			RE	**260**	**Critical Reading**	**3**
	Total	**17**			**Total**	**17**

Sophomore Year

First Semester			Second Semester			
AC 231	Accounting I	3	AC	232	Accounting II	3
ACL 231	Accounting I Lab	1	ACL	232	Accounting II - Lab	1
BA 231	Microeconomics	3	BA	232	Macroeconomics	3
BA 236	Bus. Probability & Statistics	3	BA	234	Business Law	3
BL 230	Leadership & Prof. Development	2	**HU**	**____**	**Humanities*****	**3**
ML 131	**Modern Language**	**3**	ITM	110	Business Comp. Applications	3
SC 230	**Intro/Oral Communication**	**3**				
	Total	**18**			**Total**	**16**

Junior Year

First Semester			Second Semester			
BA 237	Quantitative Tool & Methods	3	BA	360	Business Communication	3
ITM 200	Business Information Systems	3	BAL	360	Business Comm. Lab	0
RP 341	**Religions of the World**	**3**	FI	335	Corporate Finance	3
MG 300	Management & Org. Behavior	3	IB	350	International Business	3
MK 341	Principles of Marketing	3	____	____	Business Elective	3
			____	____	Free Elective	3
	Total	**15**			**Total**	**15**

Senior Year

First Semester			Second Semester			
____ ____	Business Elective	3	BA	499	Capstone Course	3
____ ____	Business Elective	3	____	____	Business Elective	3
IB 470	International Business	3	____	____	Business Elective	3
MG 350	Production and Op. Management	3	MG	495	Business Strategy & Policy	3
MG 493	Business Ethics	3				
	Total	**15**			**Total**	**12**

General Education Courses are in Bold.

All students MUST see an Academic Advisor to review the details of the vertical curriculum and prerequisite requirements.

****MARCHING BAND MEMBERS ONLY, MUST substitute PE Activity with MUB 110 Marching Band.***

****ROTC MEMBERS ONLY, substitute PE Activity with MY 104 Basic Military Science and MYL 104 Basic Military Science Lab. (ROTC)***

***** Choose ONE from PH 230 Physical Science, CH 131 General Chemistry, or ES 130 Introduction to Environmental Science.***

****** Choose ONE from HU 231 Ancient to Medieval Humanities, HU 232 Renaissance to early Romantic Era Humanities, or HU 233 Romanticism to Contemporary Humanities***

COURSE DESCRIPTIONS FOR BUSINESS ADMINISTRATION

BA 110 – Introduction to Business 3 semester hours
An Introductory course designed to give students an overview of functional areas of business, business terminology, opportunities within business, and the basic concepts of the business world. This course provides a foundation for more specialized study.

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: MAT 134. 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, EN 132 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: MAT 134. An introductory course in business statistics. Topics include sampling techniques, descriptive statistics, probability, random variables and probability distribution, interval estimation, one-sample tests and simple linear regression. A statistical software package is used to illustrate all methods and techniques.
.

BA 237 - Quantitative Tools & Method 3 semester hours
Prerequisite: BA 236 & MAB 138. This course presents the fundamental concept of quantitative methods to business decision making. It is intended to present students with a sound theoretical comprehension of the role that management science occupies in the decision making process. It highlights the use of a widespread mixture of quantitative techniques to the solution of business and economic problems.

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. A study of the basic concepts of law applicable to the business profession and business endeavors, covering such topics as contracts, torts, commercial paper, agency, property, business organizations and constitutional protection.

BA 360 - Business Communication 3 semester hours

Co-requisite: BA 360 L Business Communication Lab. Prerequisites: EN 132, SC 230, BA 110, BL 230 and ITM 110.The mission of BA 360 is to provide School of Business undergraduates with a conceptual framework and specific tools for communicating in complex environments and accomplishing strategic academic and professional business goals. This core course provides writing, oral, and collaborative skills necessary for future business courses, internships, and professional positions. Additionally, through information competency/library research and electronic database information gathering, this course prepares students to critically analyze cases, interpret data, research alternative solutions, solve problems, organize, and write case reports.

BA 360 L – Business Communication Lab 0 semester hours

This lab course is designed to reinforce the concepts and understanding of the specific tools needed for communicating in business. The lab course is required to be taken in conjunction with BA 360, Business Communications. The goal(s) are to provide a clear understanding of the writing, oral and collaborative skills necessary for future business courses, internships and professional positions.

BA 499 - Senior Seminar 3 semester hours

Prerequisite: Complete BA 237, ITM 200, BA 360, 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/business plan and presenting that paper.

BL 230 – Leadership and Professional Development 2 semester hours

Prerequisite: EN 132, BU111, BA110 and ITM 110. This course is designed to teach students the fundamentals necessary for exercising effective professional leadership skills and to meet challenges of managerial responsibilities. The rigorous course work, includes teamwork while addressing challenging "real-world" business problems, interviewing styles and strategies, written forms of business communication, business etiquette and protocol, professional developmental workshops, experiential learning projects, case study competitions, independent projects, guest lecture series, seminars and conferences. Additionally, students connect knowledge gained through coursework to the world outside of the classroom.

BL 311 - Business Leadership III 1 semester hour

Prerequisites: EN 132, SC 230, ITM 200, and BL 212. This course is designed to assist students in increasing their knowledge and skills in employing verbal and nonverbal communication messages in a variety of settings (i.e., intrapersonal, interpersonal, group, and public contexts). By studying the process of communication and applying communication theory and principles to diverse real-life situations, students will have an opportunity to practice and analyze communication skills in various business contexts. (All students enrolled are required to attend business etiquette functions)

ITS 190 – Internship 1 semester hour
Work experience opportunity at the freshmen level or above. The course is designed to reinforce theoretical knowledge received in the classroom and allow students an opportunity to both apply and observe many of the tools, principles, and practices. Students must have a cumulative grade point average of 2.8 and have an application on file one semester prior to actual training. The actual Internship Location must be approved the Department Head in the student's discipline and by the School of Business Director of Internship/Placement after the details of placement have been provided. 240 clock hours (minimum) within an 8-week period.

ITS 290 – Internship 2 semester hours
Work experience opportunity at the sophomore level or above. The course is designed to reinforce theoretical knowledge received in the classroom and allow students an opportunity to both apply and observe many of the tools, principles, and practices. Students must have a cumulative grade point average of 2.8 and have an application on file one semester prior to actual training. The actual Internship Location must be approved the Department Head in the student's discipline and by the school's internship coordinator after the details of placement have been provided. 340 clock hours (minimum) within an 11-week period.

ITS 390 – Internship 3 semester hours
Work experience opportunity at the junior level or above. The course is designed to reinforce theoretical knowledge received in the classroom and allow students an opportunity to both apply and observe many of the tools, principles, and practices. Students must have a cumulative grade point average of 3.0 and have an application on file one semester prior to actual training. The actual Internship Location must be approved the Department Head in the student's discipline and by the school's internship coordinator after the details of placement have been provided. 440 clock hours (minimum) within an 13-week period.

MAB 138 - Applied Business Calculus 3 semester hours
Prerequisite: MAT 134. 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.

COURSE DESCRIPTIONS FOR ENTREPRENEURSHIP

ENT 315 – Financing New Business Ventures 3 semester hours
Prerequisite: AC 232 and FI 335. This is an in-depth assessment of successful techniques used to finance new business ventures. Discussion includes traditional and creative approaches. Emphasis is on new start-up, buyouts and franchises.

ENT 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.

ENT 350 – Entrepreneurship 3 semester hours
An introduction to the practical and theoretical consideration involved in entrepreneurship. Surveys the preparation of business plans, strategies for financing, market assessment, development and protection of business ideas, management, and strategies for survival for new business ventures.

ENT 395 – Creativity, Innovation, and Product Development 3 semester hours
Prerequisite: BA 232 and ENT 350. The course focuses on the process of creating a new concept and taking it to the marketplace. Examines new business ideas from the conception and development to commercialization of the product or service in the business cycle. Includes protecting ideas with patents, copyrights, and trademarks.

ENT 410 – Legal Issues for Entrepreneurship 3 semester hours
Prerequisite: BA 234 and ENT 350. The course focuses on legal issues that are especially relevant or important to entrepreneurs. Includes contract law, property law, agency law, intellectual property law, bankruptcy law and certain aspects of regulatory law pertaining to matters such as environmental, employment, securities and consumer product safety issues, legislation and regulation.

COURSE DESCRIPTIONS FOR FINANCE

FI 310 - Personal Finance 3 semester hours
Co requisite: MAT 134. This course emphasizes issues in personal finance such as money management, budgeting, credit, housing finance (real estate), insurance, and investment.

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 363 - Equity Securities and Markets 3 semester hours
Prerequisite: FI 335. Principles of investing in equity securities: A study of the mechanics of trading including fundamental and technical analysis of the economy, industry sectors and individual equities and transactions costs.

FI 390 – Investments **3 semester hours**
Prerequisite: FI 335. 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 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 462 - Financial Futures and Options **3 semester hours**
Prerequisite: FI 335 and FI 390. Introduction to financial futures and options markets, including a study of the pricing of options and futures and risk shifting by hedging. This course prepares students to take the National Association of Securities Dealers (NASD) Series 3 exam.

FI 463 - Advanced Finance **3 semester hours**
Prerequisite: FI 460 and FI 462. A study and review of all areas of finance with the purpose of preparing a student to pass either the CFA (Chartered Financial Analyst) level I exam, the CFP (Certified Financial Planner) exam or the NASD Series 7 exam.

COURSE DESCRIPTIONS FOR 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 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 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 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.

COURSE DESCRIPTIONS FOR MANAGEMENT INFORMATION SYSTEMS

ITM 100 - Essentials of Information Technology 1 semester hour
This course is an introduction to the management and use of Information Technology (IT) in organizations and IT's impact on operations and decision making

ITM 110 - Business Computer Applications 3 semester hours
Prerequisites: ITM 100. This course is a practical introduction to the use of business application software for organizational operation and decision making with a business driven focus.

ITM 200 - Business Information Systems 3 semester hours
Prerequisites: ITM 100, ITM 110 This course deals with the use of information systems (IS) within a business enterprise to gain a competitive advantage. Projects, cases, and hands-on team-activities are used to integrate these concepts and provide simulated real-world experience.

ITM 210 - Foundation of Computer Programming 3 semester hours
This course is an introductory computer programming course for users and developers of management information systems. Open to ITM majors.

ITM 220 - Enterprise Information Systems 3 semester hours
Prerequisites: ITM 210. This course is an introduction to Enterprise Information Systems (EIS) and how they are implemented and managed in today's organizations. Open to ITM majors.

ITM 230 - E-Commerce 3 semester hours
Prerequisites: ITM 210, ITM 300. This course is an introduction to the foundation and business principles of electronic Commerce (eCommerce) and electronic Business (eBusiness) systems with an emphasis on the modern development tools used in today's organizations. Open to ITM majors.

ITM 240 - Globalization & Information Technology 3 semester hours
Prerequisites: ITM 210. This course is an introduction to the interrelationship between globalization and information technology, i.e. the technological and social factors supporting and inhibiting globalization. Open to ITM minors.

ITM 300 - Database Programming and Design 3 semester hours
Prerequisites: ITM 210. This course is the design and implementation of relational database systems for organizational Information Systems. Open to ITM majors.

ITM 310 - Information Technology Management 3 semester hours
Prerequisites: ITM 210. This course is the strategy and theory of the design, development, adoption and management of new information technologies in today's organizations. Open to ITM majors.

ITM 320 - Business Intelligence 3 semester hours
Prerequisites: ITM 210, ITM 300. This course is concerned with the strategy, theory and the practice of sifting through large amounts of data, extracting pertinent information and turning that information into knowledge to facilitate informed decision making. Open to ITM majors.

ITM 340 - Networking & Telecommunications 3 semester hours
Prerequisites: ITM 210. This course is an introduction to Computer networking and communications. Managerial and technical dimensions of client/server architecture and other types of distributed and decentralized computing utilized in today's organization. Open to ITM majors.

ITM 350 - System Analysis and Design Methods 3 semester hours
This course focuses 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..

ITM 420 - Information System Security 3 semester hours
Primary issues related to security in an organization's IT infrastructure.

COURSE DESCRIPTIONS FOR MARKETING

MK 341 - Principles of 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.The course is an introduction to sales and sales management and presents a concise portrayal of selling in the contemporary business environment, focusing on creating and communicating value for customers and managing the buyer-seller relationship process. In addition to role playing and in-basket exercises for developing skills in professional selling, the course addresses training, supervision and compensation of the sales force; cooperation between middlemen, wholesalers, retail outlets, and integration with other components of the promotion mix.

MK 400 - Marketing Research 3 semester hours
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 410 – Marketing Systems 3 semester hours
Prerequisites: MK 341. This course is a comprehensive discussion of the key levers that marketers can use to create relationships in the area of internet marketing. A four-stage, demand-centric framework provides the student fundamental skills in how to use the Internet to create intense and profitable relationships with customers. Special attention is given to the primary forces that the Internet brings to marketing; individualization and interactivity

MK 411 – Seminar in Marketing 3 semester hours

Prerequisites: MK 341. The Seminar Series in Marketing provides a semester long, in-depth focus on specialized areas within and closely integrated with the marketing discipline. Each course offering is specifically associated with a definite, targeted area of marketing to increase the student's background and knowledge in specialized areas.

MK 415 – Creating Customer Value 3 semester hours

Prerequisites: MK 341. This course examines customer relationships in context to creating customer value, value-creating organizations and business strategies that aligns with forward-thinking management. The ideas and practices this course focuses on includes; understanding and identifying customers wants and needs, customer orientation, product or service differentiation and value-creating processes to attract, satisfy and retain customers through relationship management. Concepts, cases, and practical applications in customer value will be discussed, analyzed, researched and presented in group projects to assess student-learning outcomes for course.

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 HOSPITALITY MANAGEMENT

The Department of Hospitality Management offers a degree program leading to the Bachelor of Science in Hospitality Management.

PROGRAM STUDENT LEARNING OUTCOMES (PSLO)

PSLO 1. Demonstrate the ability to distinguish, analyze and explain key hospitality concepts and theories and their application to restaurant, lodging, recreation and other areas of hospitality management in the global environment, to enable students to function effectively as hospitality managers.

PSLO 2. Demonstrate an ability to apply various technological concepts and principles of management including areas of marketing food and beverage operation, laws, public relations, business and finance and associated industry-specific areas combining the unique aspects of hospitality operations with fundamental business enterprise.

PSLO 3. Demonstrate the ability to utilize and apply the findings of research to plan operations with regard to being ethically responsible for environmentally sustainable hospitality, and responding to changing trends in the global economy that influences leisure needs and habits.

PSLO 4. Demonstrate the ability to communicate effectively and efficiently through various automated, technical and traditional forms, including written, verbal and listening skills, to enable effective employee, supplier and customer relations.

PSLO 5. Demonstrate the ability to describe the scope of the hospitality and tourism industry with regards to its various sectors and identify management duties, responsibilities and

positions within the industry in order to make informed decisions on career opportunities.

PSLO 6. Demonstrate the ability to rational the hospitality industry as being multi-cultural and the importance of embracing diversity as an effective leadership tool and to understand cultural differences that drive customer needs. Students will also be able to discuss factors which determine doing business within the global hospitality industry.

PSLO 7. Demonstrate the ability to define the role of the hospitality and its ability to partner with key groups and affiliates for the benefit of the community.

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.

Major Requirements

Students are required to take 58 credit hours in lodging, food and travel courses and 29 credit hours from course offerings throughout the School of Business including two mandatory internships. Students must earn a "C" or better average in all Business/Hospitality Management courses.

All students are required to successfully pass a standardized, comprehensive School of Business Exit Examination before the last semester of their senior year.

2010-2011 **School of Business**

Bethune-Cookman University

Hospitality Management: Total Semester Hours=125

Freshman Year

First Semester			Second Semester			
EN 131	**College English I**	**3**	**EN**	**132**	**College English II**	**3**
MAT 132	**College Math**	**3**	**MAT**	**134**	**College Algebra**	**3**
BU 110	**Freshman Seminar I**	**1**	**BU**	**111**	**Freshman Seminar II**	**1**
HI 130	**African American History**	**3**	**BI**	**131**	**General Biology I**	**3**
____ ____	**Science Elective***	**3**	**BIL**	**131**	**General Biology I Lab**	**0**
HM 110	Introduction to HMP	3	HM	230	Principles of Tourism	3
HM 250	Sanitation and Safety	1	ITM	100	Essentintials of Info. Tech	1
			RE	**260**	**Critical Reading**	**3**
	Total	**17**			**Total**	**17**

Sophomore Year

First Semester			Second Semester			
AC 231	Accounting I	3	AC	232	Accounting II	3
ACL 231	Accounting I Lab	1	ACL	232	Accounting II - Lab	1
BA 231	Microeconomics **or**	3	HM	211	Hospitality Marketing	3
BA 232	Macroeconomics		BA	236	Bus. Probability & Statistics	3
BL 230	Leadership & Prof. Development	2	BA	360	Business Communications	3
HM 352	Nutrition	3	BA	360L	Business Communications Lab	0
SC 230	**Intro/Oral Communication.**	**3**	HM	351	Food Prep & Planning	3
			HML	351	Food Prep & Planning Lab	1
	Total	**15**			**Total**	**17**

Summer

ITS 190	Internship I	1

Junior Year

First Semester			Second Semester			
HM 343	Front Office Management	3	HM	344	Housekeeping Operations	3
HM 353	Restaurant Management	3	ML	131	Modern Language	3
HML 353	Restaurant Management Lab	1	FI	335	Corporate Financial Mgmt.	3
HM 450	Beverage Management	3	HU	____	Humanities**	3
____ ____	HM, BU or Culinary Elective	3	____	____	HM, BU or Culinary Elective	3
____ ____	RP 200 or 300 Level	3				
	Total	**16**			**Total**	**15**

Summer

ITS 290	Internship II	2

Senior Year

First Semester			Second Semester			
HM 345	Event Management	3	HM	499	Hospitality Capstone Course	3
HML 345	Event Management Lab	1	HM	421	Hosp.Purch. & Cost Control	3
HM 331	Hospitality Law	3	HM	443	Facilities Engineering Design	3
MG 300	Management & Org. Behavior	3	MG	495	Business Strategy & Policy	3
HM 360	Supervision in Hosp. Industry	3				
	Total	**13**			**Total**	**12**

General Education Courses are in Bold.
All students MUST see an Academic Advisor to review the details of the vertical curriculum and prerequisite requirements.
**** Choose ONE from PH 230 Physical Science, CH 131 General Chemistry, or ES 130 Introduction to Environmental Science.***
***** Choose ONE from HU 231 Ancient to Medieval Humanities, HU 232 Renaissance to early Romantic Era Humanities, or HU 233 Romanticism to Contemporary Humanities***

COURSE DESCRIPTIONS FOR 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.

ITS 190 Internship I 1 semester hour
Prerequisite: HM 110 plus sophomore status. Two-hundred and forty- clock-hour (minimum) internship programs with selected hospitality firms, usually during the first or second year. The Walt Disney College Program Internship counts as two internships, due to its extended length.

HM 211 - Hospitality Marketing 3 semester hours
Prerequisites: HM 110. An analysis of the development, application and evaluation of marketing conceptual structures and techniques in the hospitality industry. An in-depth look at business research, product development and outreach program practices and techniques. Course revolves around research and professional presentation of research data.

HM 230 - Tourism Principles 3 semester hours
Prerequisite: HM 110. This course examines the basic foundation of the travel and tourism industry. An overview of principles, practices, and philosophies which affect the economy; examination of socio-political/cultural costs vs. economic benefits to receiving destination.

HM 250 - Sanitation & Safety 1 semester hour
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.

HM 231 – Caribbean, Europe or Africa 3 semester hours
Prerequisites: HM-110, 211 & 230, 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 non-majors.

ITS 290 – Internship 2 semester hours
Prerequisites: HM – 110 & ITS 190 plus sophomore status. 340-clock-hour (minimum) internship programs with selected hospitality firms, usually during the second or third year. The Walt Disney College Program Internship counts as two internships, due to its extended length.

HM 331 – Hospitality & Travel Law 3 semester hours
Prerequisites: HM – 110 & 340. This course represents a comprehensive overview of the laws and regulatory agencies governing the lodging, foodservice and travel industries. The historical development of the common law, innkeepers/guest relationships, responsibilities, F&B liability, ADA, Dram Shop laws, responsible service of alcohol, food borne illness and safety issues.

HM 343 - Front Office 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 a room's 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 344 - Housekeeping Operations 3 semester hours

Prerequisite: HM 110. A comprehensive analysis of modern hotel housekeeping management procedures with an emphasis on pragmatic decision making and guest communication practices. An introduction to the techniques and systems used to plan, schedule, forecast and analyze housekeeping inventory. An integrated view of operations is stressed, particularly with respect to the Front Office, Security, Accounting and Human Resource Departments.

HM 345 - Event Management & Lab 3 semester hours

Prerequisites: HM 110, HM 250, and HM 351. This course provides students with the necessary organizational skills to manage events and to foster a clear understanding of the elements that are included in planning, designing, executing, managing and evaluating an event. Through the exploration of key topics, case studies, and actual events, students will gain firsthand expertise, experience and insight into organizing successful and profitable events, in particular catering-related occasions.

HM 351 - Food Planning & Prep I Fundamentals& Lab 4 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 sanitation & safety procedures, kitchen tools & equipment and application of culinary principles.

HM 352 – Nutrition in the Hospitality Industry 3 semester hours

Prerequisites: HM 110 and BI131. The principles and effects of nutrition as they pertain to the food service industry are examined, explored and researched. The central focus is on the relationship of food intake to the physical categories, digestion and metabolism, menu planning, recipe modification, dietary guidelines and restrictions, diet and disease, healthy cooking techniques, what constitutes a healthy diet, the knowledge of nutrient content, food additives, food fads, nutritional labeling, media effects, psychological and physiological effects, and nutritional needs for special groups. Food service menus will be analyzed for their nutritional significance and functionality.

HM 353 - Restaurant Management & Lab 4 semester hours

Prerequisites: HM 110 and HM 250. 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 is 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 360 – Supervision in the Hospitality Industry 3 semester hours

Prerequisites: HM 110. 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 Purchasing & Cost Control 3 semester hours

Prerequisites: AC- 231 & 232. Building on the knowledge gained in Accounting I and II, this course applies the disciplines required to effectively control food and beverage operations. Items covered in the course include purchasing systems and practices; managing food and beverage production; loss reduction; food and beverage pricing; and menu analysis. The use of technology to enhance control systems is explored.

HM 431 – Guest Services Management 3 semester hours

This course examines quality service management and helps to develop an appreciation for its vital importance in hospitality businesses. The content includes an evaluation of a guest service culture, communication techniques, guest complaint handling, problem solving skills and the use of TQM, Six Sigma and Benchmarking as tools for improvement.

HM 432 – Conference and Convention management 3 semester hours

Prerequisite: (HM 110 for hospitality majors only). This course introduces the student to the field of Conference and Convention Management. The meeting, expositions, events and convents industry has expanded over the years and is predicted to expand in the future. The course covers subject areas including the identification and design of national and international convention centers, types of event and convention organizers, food and beverage arrangements, transportation and legal issues.

HM 440 – Vacation Ownership & Resort Development 3 semester hours

Timeshares are now a mainstream travel product, with an increasing number or units being sold and a growing number of well recognized international brands. This course provides the vital information for understanding the key issues surrounding the subject, including financing, marketing, sales and human resource issues as well as providing the background information, such as explanation of the growth, the components to timeshare management and an overview of opportunities in timeshare management..

HM 443 - Facility: Engineering/Maintenance; Layout/Design 3 semester hours

Prerequisites: HM -110 & 230. 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 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 foodservice 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: 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 499 – Hospitality Capstone Course 3 semester hours
Prerequisites: BA 360, and senior standing. A focus on professional development and the opportunity to bring together and apply the knowledge gained from the various disciplines that are included with the program. Professional development seeks to provide a technical competence through the creation of structured opportunities to develop oral and written communication and positive personal qualities. Guidelines and assistance will be given in developing and presenting a comprehensive hospitality industry business plan.

COURSE DESCRIPTIONS FOR MINOR IN CULINARY ARTS

CUL 105 - Culinary History, Development and Foundation 1 semester hour
Co requisites: This course focuses on history, development and foundation of cuisine, food preparation methods, and the foodservice industry. Emphasis is placed on World cuisine and the foodservice industry. Current trends and career opportunities in the culinary field are examined. Standard kitchen hand tools including proper knife usage; operation of equipment in a commercial kitchen; and culinary terminology are addressed.

CUL 301 - Institutional Kitchen 4 **semester hours**
Prerequisites: HM 250. Characteristics of fats, oils, egg and dairy products and the principles of preparation of vegetables, fruits, farinaceous products, and other food products will be studied and applied in the laboratory kitchen.

CUL 302 - Meat Identification and Fabrication 4 semester hours
Prerequisites: HM 250. This course includes the identification and fabrication of meat, seafood, and poultry. Selection, procurement, and preparation of products in commercial food service are dealt with and applied in the laboratory kitchen.

CUL 303 - Garde-Manger 4 semester hours
Prerequisites: HM 250. Garde-Manger is one of the most important courses culinary students take—and it's often the first kitchen station that a new chef will encounter. This reflects the latest

garde-manger trends, techniques, and flavors, including brining ratios, fermented sausages, micro greens, American cheeses, tapas menus, "action" buffet stations, and ice carving. This course covers the principles of preparation of salads, cold sauces, appetizers, and garnishes and their applications. Emphasis on color, texture, and temperature in preparation and presentation are studied and applied in the laboratory kitchen.

CUL 304 - Principles of Food and Beverage Service 2 semester hours
Prerequisite: HM 250. Competent food and beverage service has long been underestimated in terms of knowledge, social and technical skills. This course is designed for those who wish to learn how to serve food and beverages properly in a restaurant setting. In the process students will learn the etiquette of eating out and the behaviors associated with those who are comfortable discussing food, wines and other alcoholic and non alcoholic beverages in a social or professional environment.

CUL 305 - Food Presentation Techniques 2 semester hours
Prerequisites: HM 250. The art of preparing, presenting, and decorating cold food for buffets and banquets—is one of the most demanding, artistic, and exciting specialties in the culinary arena. This course provides skills in preparing, constructing, and presenting elegant buffets and banquet with a flair for culinary artistry, and creativity.

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 non-business areas (i.e.: computer science, international studies, modern languages – See IB Advisor). Minors are also offered for business and non-business majors.

PROGRAM STUDENT LEARNING OUTCOMES (PSLO)

PSLO 1. Demonstrate the ability to evaluate and understand risk, returns, management theories, effective decision making, critical thinking, planning and measuring profitability through case studies, projects and other assignments.

PSLO 2. Demonstrate the ability to understand the uses of technological concepts by managers, including hands-on learning techniques.

PSLO 3. Demonstrate the ability to understand ethical behavior and social responsibility in the workplace and satisfy stakeholder interests.

PSLO 4. Demonstrate the ability to use effective communication skills both written and oral through case studies, business plans and/or oral presentations and research papers.

PSLO 5. Demonstrate an acceptable level of learning competencies across business disciplines (i.e. courses) that encompass each functional area of core business curriculum.

PSLO 6. Demonstrate satisfactory skills and abilities in doing business across international boundaries and discuss the impact of global competitiveness on multinational organizations through internships, research, and/or oral presentations.

PSLO 7. Demonstrate an acceptable level of engagement in community service.

Bachelor of Science in International Business

The program is designed to prepare student for careers in International Business and the global marketplace. Students will familiarize themselves with other markets, cultures, languages and customs in order to be competitive and profitable in the emerging global economy. Upon graduation, students will be prepared for an entry level position or graduate studies

Admission to the Program: Through formal declaration of major.

Major Requirements

Students are required to complete 26 credit hours and must earn a C grade or better in all business/international courses. All students are required to successfully pass a standardized comprehensive exit examination before the last semester of their senior year.

International Business Minor

Students majoring in Accounting, Business Administration and Hospitality Management can earn a minor in International Business by completing a total of 18 credit hours, 10 credit hours of which are to be selected from courses included in the international business Major Requirements.

2010-2011 **School of Business**

Bethune-Cookman University

International Business: Total Semester Hours=127

Freshman Year

First Semester				Second Semester			
EN 131	**College English I**	**3**		**EN 132**	**College English II**		**3**
MAT 134	**College Algebra**	**3**		**MAB 138**	**Business Calculus**		**3**
BU 110	**Freshman Seminar I**	**1**		**BU 111**	**Freshman Seminar II**		**1**
HI 130	**African American History**	**3**		**BI 131**	**General Biology I**		**3**
____ ____	**Science Elective****	**3**		**BIL 131**	**General Biology I Lab**		**0**
BA 110	Introduction to Business	3		ITM 100	Essentintials of Info. Tech		1
PE ____	**Physical Education Activity***	**1**		**ML 132**	**Modern Language**		**3**
				RE 260	**Critical Reading**		**3**
	Total	**17**				**Total**	**17**

Sophomore Year

First Semester				Second Semester			
AC 231	Accounting I	3		AC 232	Accounting II		3
ACL 231	Accounting I Lab	1		ACL 232	Accounting II - Lab		1
BA 231	Microeconomics	3		BA 232	Macroeconomics		3
BA 236	Bus. Probability & Statistics	3		BA 234	Business Law		3
BL 230	Leadership & Prof. Development	2		**HU ____**	**Humanities*****		**3**
ML 232	**Modern Language**	**3**		MG 300	Management & Org. Behavior		3
SC 230	**Intro/Oral Communication.**	**3**					
	Total	**18**				**Total**	**16**

Junior Year

First Semester				Second Semester			
BA 237	Quantitative Tool & Methods	3		BA 360	Business Communication		3
IB 350	International Business	3		BAL 360	Business Comm. Lab		0
ITM 110	Business Computer Applications	3		ITM 240	Globalization & Info. Tech.		3
INT 342	Global Policy Writing	3		IB 365	International Economics		3
MK 341	Principles of Marketing	3		FI 335	Corporate Finance		3
ITS 290	Internship/Study Abroad	2		RP 341	Religion of the World		3
	Total	**17**				**Total**	**15**

Senior Year

First Semester				Second Semester			
IB 400	Seminar: Global Issues	3		BA 499	Capstone Course		3
IB 420	Intl. Finance and Trade	3		IB 460	Intl. Politics & Economic Sys.		3
IB 455	Intl. Human Resource Mgmt.	3		IB 470	International Management		3
IB 440	International Marketing	3		MG 495	Business Strategy & Policy		3
MG 493	Business Ethics	3					
	Total	**15**				**Total**	**12**

General Education Courses are in Bold.
All students MUST see an Academic Advisor to review the details of the vertical curriculum and prerequisite requirements.
****MARCHING BAND MEMBERS ONLY, MUST substitute PE Activity with MUB 110 Marching Band.***
****ROTC MEMBERS ONLY, substitute PE Activity with MY 104 Basic Military Science and MYL 104 Basic Military Science Lab. (ROTC)***
***** Choose ONE from PH 230 Physical Science, CH 131 General Chemistry, or ES 130 Introduction to Environmental Science.***
****** Choose ONE from HU 231 Ancient to Medieval Humanities, HU 232 Renaissance to early Romantic Era Humanities, or HU 233 Romanticism to Contemporary Humanities***

COURSE DESCRIPTIONS FOR INTERNATIONAL BUSINESS

IB 350 - 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 365 – International Economics 3 semester hours

Prerequisite: BA 231 and BA 232. This course introduces microeconomics and macroeconomics relevant to economic relations among countries. Emphasis is on microeconomic issues such as international trade, gains from trade distribution, and the theory and practice of protectionism. The course also addresses issues related to international finance and macroeconomics, and covers markets for currencies, as well as balance of payments.

IB 400 – Seminar in Global Issues 3 semester hours

Prerequisites: IB 350. This course is designed to provide students with tools and activities in developing an understanding of a new culture and different business environment. The course will emphasize the application of knowledge, the relationship of theory and practice, and the dynamic and uncertain environment within which organizations interact in today's global economy. The course will also demonstrate multiple cases and particular exercises. Guest speakers will be available to compare and contrast various trends in international business.

IB 420 - International Trade & Finance 3 semester hours

Prerequisites: FI 335 The course is designed to provide a comprehensive overview of international business finance with 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.

IB 440 - International Marketing 3 semester hours

Prerequisites: MK 341 This course discuses the theories and practices of international marketing with attention given to both import and export practices. Also, the focus will be on the study of the effect of climates, economic, politics, and cultural systems on the trade practices and commercial policies of the multinational firms.

IB 455 - International Human Resource Management 3 semester hours

Prerequisite: MG-300. This course focuses on the international aspects of human resource management and provides students with practical and theoretical information on employee performance appraisal, training and development, compensation, structures, policies, and strategies for managing employees at every level of the multinational enterprises (MNE).

IB 460 - International Politics and Economic Systems 3 semester hours

Prerequisite: MG-300 and BA 232. The course examines the rise of globalization and the institutional arrangements. Students will compare and contrast political and market solutions to collective problems; the politics of economic crises; corporations and labor in the market economy; regulation, monetary policy; and fiscal policy. Discusses a number of debates about the best ways to "compete," many of which rely on the "market" or co-operative and state-aided industrial strategies, and issues of social welfare, both national and global.

IB 470 - International Management 3 semester hours

Prerequisite: MG-300. This course examines issues involved multinational organizations in comparative management practice, and to understand the challenges and opportunities associated with global management and business strategy. The focus is on understanding globalization and how government and market interact with various environments in which managers need to make an effective decision in order to survive in today's global economy.

COURSE DESCRIPTIONS FOR BUSINESS EDUCATION 6-12

BE 361 – Multimedia Administrative Communications 3 semester hours

Prerequisite: EN 133, BL 230, ITM 110, BA 360. This course is a comprehensive study of instructional materials, and instructional approaches for teaching Microsoft PowerPoint, Publisher, and Microsoft Front Page. Advance PowerPoint skills, including creating, modifying and customizing reports, enhancing presentations and charts are taught in this course. Also, basic Front Page 2007 skills are included to develop web page and web sites in workforce education. A basic familiarity with Microsoft Windows is essential.

BE 411 – Seminar in Business Education 3 semester hours

A variety of seminars as related to contemporary issues, problems, and trends in business.

The School of Education offers a degree leading to the Bachelor of Science in Business Education. The major is offered in cooperation with the School of Business.

SCHOOL OF EDUCATION

The School of Education offers the Bachelor's degree in ten areas and teacher certification in eight areas in conjunction with courses available from four other Schools (Business, Arts and Humanities, Science, Engineering, and Mathematics, and Social Sciences).

OFFERINGS

Degree of Bachelor of Science with certification in the following areas:

Elementary Education K-6/ESOL
Exceptional Student Education K-12/ESOL
Physical Education K-12

Secondary Education Majors: Teacher certification in conjunction with courses in other schools

Biology Education 6-12
Business Education 6-12
English Education 6-12/ESOL
Music Education K-12
Social Science Education 6-12

Degree of Bachelor of Science without certification in the following areas:

Educational Studies
Physical Education-Recreation (nonteaching)

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 all four (4) subtests of the General Knowledge Test (GK).
4. Complete a formal application for admission to the School of Education in students' LiveText account.
5. Document criminal background clearance for field experiences in public schools. There is a fee associated with the required finger printing.
6. Passing scores on Speech Interview to document Basic Level communication skills and dispositions.

* Teacher Education Program admission criteria may change due to requirements of the Florida State Department of Education (consult with academic advisors).

GOALS

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 goals of the School of Education are to produce graduates who are:

1. Caring, committed, and competent teachers for K-12 schools.
2. Competent in applying instructional strategies learned in multiple and varied field and clinical experiences.
3. Able to use research techniques and apply instructional technology in classroom settings.
4. Able to teach effectively in classrooms with students from diverse backgrounds and experiences.
5. Prepared for successful entrance into graduate studies in Education.

SCHOOL STUDENT LEARNING OUTCOMES

1) Students who desire to earn a degree in Education and who seek to receive a teaching certificate in Education programs offered at Bethune-Cookman University will demonstrate mastery of the Florida Educator Accomplished Practices (FEAP) in teaching environments in early field experiences and student teaching internship experiences by obtaining a minimum score of 80% on the rubric evaluation on the FEAPS, of the professional portfolio and a passing score on the appropriate Florida Teacher Certification Examination tests.

2) Students who desire to earn a degree in education and who seek to receive a teaching certificate in Education programs offered at Bethune-Cookman University will demonstrate mastery of the subject area competencies that are appropriate for the certificate in teaching environments in early field experiences and student teaching internship experiences by obtaining a minimum score of 80% on the rubric evaluation of the professional portfolio and a passing score on the appropriate Florida Teacher Certification Examination tests.

3) Students who desire to earn a degree in Education programs offered at Bethune-Cookman University will apply critical and creative thinking skills to reflect on their practice in their disciplines and as lifelong learners during their field experiences by obtaining a minimum score of 80% on the rubric evaluation of the FEAPs. **(Reflective Practice)**

4) Students who desire to earn a degree in Education programs offered at Bethune-Cookman University will demonstrate mastery of the essential knowledge for their disciplines by obtaining a minimum score of 80% on the rubric evaluation of the FEAPs. **(Essential Knowledge)**

5) Students who desire to earn a degree in Education programs offered at Bethune-Cookman University will demonstrate the use of assessment and evaluation to improve their practice and student learning during their field experiences by obtaining a minimum score of 80% on the rubric evaluation of the FEAPs. **(Assessment & Evaluation)**

6) Students who desire to earn a degree in Education programs offered at Bethune-Cookman University will exhibit professionalism in their discipline during their field experiences by obtaining a minimum score of 80% on the rubric evaluation of the FEAPs. **(Professionalism)**

GRADUATION REQUIREMENTS

In order to receive a Bachelor's 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 Florida Teacher Certification Examinations (FTCE): **General Knowledge** (GK), **Professional Education** (PEd), **Subject Area** (SAE).
4. Satisfy all published requirements of the University and of the School of Education.
5. Submit and defend a senior research paper as specified by University requirements.

DEPENDING ON INDIVIDUAL NEEDS FOR REMEDIATION, EDUCATION MAJORS MAY BE ADVISED TO TAKE ONE OR MORE OF THE FOLLOWING ELECTIVES:

EDT 380 - Applied Test Taking Skills 2 semester hours

This course enables students to develop reading, writing, and mathematical competencies, and general test- taking strategies.

EN 330 - Functional Grammar 3 semester hours

This course is emphasizing the purposes, principles, and procedures of the various approaches (traditional, structural, and transformational) to English grammar and oral usage. This course includes the history of the English language.

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 **Florida Teacher Certification Examination** (FTCE): **General Knowledge** (GK), **Professional** (PEd), and **Subject Area** (SAE). Please note that there is a fee attached to each examination. It is the

responsibility of the student to keep abreast of all deadlines and fees associated with these examinations.

The student who has been accepted into 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. THE STUDENT MAY NOT REGISTER FOR CLASSES WITHOUT PRIOR APPROVAL FROM THE ADVISOR.

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 some states.

Graduates of approved teacher education programs will be provided transcripts that carry the endorsement of the National Council for Accreditation of Teacher Education (NCATE) and Florida State Department of Education (FLDOE).

TEACHER EDUCATION ALLIANCE

The Teacher Education Alliance, composed of unit B-CU faculty and public school personnel, meets at least 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 1** for placement during the fall term and by **September 30th** for spring term (all passing scores on FTCE tests, all courses completed and the 2.50 required GPA).

Applications are available in students' LiveText account.

Students in Teacher Education who have received Ds and Fs 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.

COURSE DESCRIPTIONS FOR EDUCATION

ED 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. This course is required of all students who are not transferring in 30 semester hours of college credit.

ED 111 Freshman Seminar II 1 semester hour

Prerequisite: ED 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. This course is required of all students who are not transferring in 30 semester hours of college credit.

ED 231 - Introduction to Education 3 semester hours

This course is designed to help preserves teachers examine the American school's historical progress, current issues and organization structures.

ED 240 - Educational Technology 3 semester hours

This course is designed to examine various ways computers are used in education and personally. The focus of this course is on basic concepts of computer operation, identification of types of educational technology resources, teacher made multi-media for use in the classroom, and the ethical and societal impacts of technology. Additionally, students will examine assistive technology in the classroom as ways to modify instruction for diverse learners.

ED 340 - Assessment and Evaluation 3 semester hours

This course is a discussion of the techniques for measuring and evaluating students' performance and programs in education, elementary statistical procedures, and grading in the various areas. The interpretation of results of district and external assessments are explored in the course. Prospective teachers learn how to design and develop traditional as well as authentic forms of assessment in their respective disciplines and to measure teaching effectiveness. Prospective teachers also learn to read and interpret external assessments.

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.

ED 352 - Contemporary Teaching Methods 3 semester hours

Prerequisites: ED 231, ESE 200, PS 236 Co requisite: EDA 352 Contemporary Teaching Practicum. In this course, students study methods of teaching and strategies for planning and implementing various aspects of curriculum.

ED 360 - General Methods in Secondary Education 3 semester hours
This course prepares secondary teachers for the theoretical and practical understanding needed for the 21st century classroom. The foundation of the course rest on students' understanding of information in several areas such as: content development, development of pedagogical skills, philosophy, and context in planning in the secondary classroom. Through a reflective approach, students will be prepared to design unit plans and lesson plans with a focus on diversity and differentiated instruction for linguistically and culturally diverse students. Students will examine realistic scenarios and examples from a variety of subject areas such as Biology, Business, English, Music, and Social Science.

ED 369 – Content Reading (6-12) 3 semester hours
The purpose of this course is to prepare secondary majors to teach students to: (1) use reading, viewing, and listening effectively, (2) construct the meaning from a wide variety of texts, and (3) write and speak to communicate ideas and information effectively. Candidates will (a) acquire a repertoire of instructional strategies for developing vocabulary, comprehension, and study skills relevant to their content areas, (b) acquire teaching techniques to meet the content literacy needs of middle and secondary students, (c) discover text characteristics including readability levels to determine reading demands of content text books and other print materials, and (d) motivate and engage student learning from technology; including the internet and e-mail. (Taken depending on area of certification).

ED 370 - Content Reading K-6 3 semester hours
(Taken depending on area of certification) 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.

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 462 - Student Teaching 12 semester hours
Prerequisites: All Major Requirements listed above with a GPA of at least 2.50. Co requisite: EDX 462 Student Teaching Seminar. 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.

EDA 352 - Contemporary Teaching Practicum 2 semester hours
Co requisites: Related methods courses. This course provides field experiences for teacher candidates to develop and implement competencies pertaining to individualized curricula and instruction. This course involves a field experience in conjunction with specialized methods courses.

EDB 352 - Teaching Practicum 1 semester hour
Prerequisites: ED 352 Contemporary Teaching Methods and EDA 352 Contemporary Teaching Practicum. Co requisites: Related methods courses. This course involves a field experience in conjunction with specialized methods courses. Students must be cleared and approved by the TEI Office for registration in this course.

EDP 499 - Pre-Student Teaching 1 semester hour
Prerequisite: Passing scores on General Knowledge Test and General Education requirements. Grade of C or better in EN 131, 132, MA 131or MAT 131 and MA 132 or MAT 132, with the exception of Biology Education Majors who will take MA 135 or MAT 135 and MA 136 or MAT 136 and Business Education Majors who will take MA/MAT 134 or MAB 135 and MAB 138, SC 230, and RE 260. This course is designed to involve the pre-Teacher Candidate in the Study of the Conceptual Framework (REAP) and all components of the uniform core curriculum as related to observation and evaluation during Student Teaching. Students must be cleared and approved by the TEI Office for registration in this course.

EDS 499 - Senior Seminar 1 semester hour
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.

EDX 462 - Student Teaching Seminar 0 semester hours
Corequisite: ED 462. This seminar provides assistance to student teachers during the student teaching experience.

ESE 200 - Survey of Exceptional Students 3 semester hours
This course is an introductory course covering various exceptionalities and cultural diversity issues with an emphasis on definitions, historical perspectives, student characteristics, trends and issues.

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 (Exceptional Student Education majors only)

TSL 370 - Principles and Issues in ESOL 3 semester hours
This course is designed to introduce students to the underlying theories and principles that shape the field of ESOL. The legal, sociological, historical, and professional issues which have shaped and influenced the field will be explored. The course will focus on the theories of first and second language acquisition as well as the general study of language and communication. Special attention will be given to the subsystems of language, role of language transfer, BICS and CALP, language pragmatics, and cultural issues in communication. It also provides a field clinical experience in classroom settings with second language learners.

TSL 440 - Methods of Teaching ESOL 3 semester hours
(Elementary Education, English Education, and Exceptional Student Education majors)
This course focuses on major methodologies and strategies for teaching second language learners. It provides specific instructional techniques and practices for teaching the

development of reading, language arts, and content specific subject matter for the majors. It provides guidelines and practice for unit and lesson planning, classroom management and organization, multilevel learning activities, instructional materials selection, and related instructional competencies. It also provides a field clinical experience in classroom settings with second language learners.

DEPARTMENT OF ELEMENTARY EDUCATION

Bachelor of Science in Elementary Education K – 6/ESOL Endorsement

The Bachelor of Science in Elementary Education is designed for students who plan to teach students in grades K-6.

Admission to the Teacher Education Program (TEP)

Admission to the program in Elementary Education is specified under the admission section for the School of Education.

Major Requirement: A minimum of 122 hours is required. Additional hours may be specified.

2010-2011 **School of Education**

Bethune-Cookman University

Elementary Education~: Total Semester Hours=122

Freshman Year

First Semester				Second Semester			
EN	**131**	**College English I**	**3**	**EN**	**132**	**College English II**	**3**
MAT	**131**	**Math for Liberal Arts**	**3**	**MAT**	**132**	**College Math**	**3**
ML	**131**	**Modern Language**	**3**	*ED*	*240*	*Educational Technology*	*3*
BI	**131**	**General Biology I**	**3**	**RE**	**260**	**Critical Reading**	**3**
BIL	**131**	**General Biology I Lab**	**0**	**ED**	**111**	**Freshman Seminar II**	**1**
HI	**130**	**African American History**	**3**	**PE**	**____**	**PE Activity***	**1**
ED	**110**	**Freshman Seminar I**	**1**				
		Total	**16**			**Total**	**14**

Sophomore Year

First Semester				Second Semester			
HU	**231-233**	**Humanities****	**3**	*PS*	*236*	*Developmental Psychology*	*3*
SC	**230**	**Intro/Oral Communication**	**3**	*ED*	*231*	*Intro/Education*	*3*
PH	**230**	**Physical Science**	**3**	*ESE*	*200*	*Survey: ESE*	*3*
HI	**230-232**	United States History	3	MAT	390	Math for Teachers#	3
RP	**232**	**Modern Philosophy or**	3	ED	333	Creative Expression: Art	3
RP	**230**	**Ethics**		*EDM*	*380*	*Professional Ed. Seminar*	*0*
EDM	*380*	*Professional Ed. Seminar*	*0*				
		Total	**15**			**Total**	**15**

Junior Year

First Semester				Second Semester			
ED	*352*	*Contemp. Teach Methods****	*3*	ED	320	Inquiry Science	3
EDA	*352*	*Contemp. Teach Practicum*	*2*	ED	330	Creative Expression: PE	3
EDL	350	Children's Literature	3	ED	336	Creative Expression: Music	3
ED	**325**	**Discovery Social Studies**	**3**	***ED***	***351***	***Curriculum Design***	***3***
TSL	*370*	*Principles/ Issues ESOL*	*3*	*EDB*	*352*	*Teaching Practicum*	*1*
ED	*340*	*Assessment & Evaluation*	*3*	ED	368	Reading Strategies	3
EDM	*380*	*Professional Ed. Seminar*	*0*	*EDM*	*380*	*Professional Ed. Seminar*	*0*
		Total	**17**			**Total**	**16**

Senior Year

First Semester				Second Semester			
ED	437	Inquiry Mathematics	3	*ED*	*462*	*Student Teaching*	*12*
ED	*370*	*Content Reading K-6*	*3*	*EDX*	*462*	*Student Teaching Seminar*	*0*
ED	439	Language Learning	3				
TSL	*440*	*Methods of Teaching ESOL*	*3*			**Total**	**12**
ED	*403*	*Classroom Management*	*3*				
EDP	*499*	*Pre-Student Teaching*	*1*				
EDS	*499*	*Senior Research Paper*	*1*				
EDM	*380*	*Professional Ed. Seminar*	*0*				
		Total	**17**				

~ Elementary Education / ESOL K-6

 # Effective as of Fall 2009

*****Courses must be taken in the sequence listed above. ED 352 and EDA 352 must be taken together (co-requisites) and are pre-requisites for ED 320, ED 325, ED 351, ED 368, ED 370, ED 439, EDL 350 may be taken as a co-requisite of ED 352**

Students must pass FTCE. GK, PEd, and SAE.

General Education Courses Are In Bold

All students MUST see an Academic Advisor to review the details of the vertical curriculum and prerequisite requirements.

****MARCHING BAND MEMBERS ONLY, MUST substitute PE Activity with MUB110 Marching Band.***

****ROTC MEMBERS ONLY, substitute PE Activity with MY104 Basic Military Science and MYL104 Basic Military Science Lab. (ROTC)***

*****Choose ONE from HU231 Ancient to Medieval Humanities, HU232 Renaissance to early Romantic Era Humanities, or HU233 Romanticism to Contemporary Humanities***

MA 131, 132, 134, 135, 390 (taken prior to Fall 2010) will substitute for MAT courses listed above.

COURSE DESCRIPTIONS FOR ELEMENTARY EDUCATION

ED 231 - Introduction to Education 3 semester hours
This course is designed to help pre-service teachers examine the American school's historical progress, current issues and organization structures.

ED 240 - Educational Technology 3 semester hours
This course is designed to examine various ways computers are used in education and personally. The focus of this course is on basic concepts of computer operation, identification of types of educational technology resources, teacher made multi-media for use in the classroom, and the ethical and societal impacts of technology. Additionally, students will examine assistive technology in the classroom as ways to modify instruction for diverse learners.

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
This course is 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
In this course 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.

ED 340 - Assessment and Evaluation 3 semester hours
This course is a discussion of the techniques for measuring and evaluating students' performance and programs in education, elementary statistical procedures, and grading in the various areas. The interpretation of results of district and external assessments are explored in the course. Prospective teachers learn how to design and develop traditional as well as authentic forms of assessment in their respective disciplines and to measure teaching effectiveness. Prospective teachers also learn to read and interpret external assessments.

ED 351 - Curriculum Design & Development 3 semester hours
Prerequisite: ED 231. In this course 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.

ED 352 - Contemporary Teaching Methods 3 semester hours
Prerequisites: ED 231, ESE 200, PS 236. Co requisite: EDA 352 Contemporary Teaching Practicum. In this course, students study methods of teaching and strategies for planning and implementing various aspects of curricula.

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.

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.

ED 462 - Student Teaching 12 semester hours
Prerequisites: All Major Requirements listed above with a GPA of at least 2.50. Corequisite: EDX 462 Student Teaching Seminar. 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.

EDA 352 - Contemporary Teaching Practicum 2 semester hours
Co requisites: Related methods courses. This course provides field experiences for teacher candidates to develop and implement competencies pertaining to individualized curricula and instruction. This course involves a field experience in conjunction with specialized methods courses.

EDB 352 - Teaching Practicum 1 semester hour
Prerequisites: ED 352 Contemporary Teaching Methods and EDA 352 Contemporary Teaching Practicum. Co requisites: Related methods courses. This course involves a field experience in conjunction with specialized methods courses. Students must be cleared and approved by the TEI Office for registration in this course.

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.

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.

EDP 499 - Pre-Student Teaching 1 semester hour
Prerequisite: Passing scores on General Knowledge Test and General Education requirements. Grade of C or better in EN 131, 132, MA 131or MAT 131 and MA 132 or MAT 132, with the exception of Biology Education Majors who will take MA 135or MAT 135 and MA 136 or MAT 136 and Business Education Majors who will take MA/MAT 134 or MAB 135 and MAB 138, SC 230, and RE 260. This course is designed to involve the pre-Teacher Candidate in the Study of the Conceptual Framework (REAP) and all components of the uniform core curriculum as related to observation and evaluation during Student Teaching. Students must be cleared and approved by the TEI Office for registration in this course.

EDX 462 - Student Teaching Seminar 0 semester hours
Co requisite: ED 462. This seminar provides assistance to student teachers during the student teaching experience.

ESE 200 - Survey of Exceptional Students 3 semester hours
This course is an introductory course covering various exceptionalities and cultural diversity issues with an emphasis on definitions, historical perspectives, student characteristics, trends, and issues.

DEPARTMENT OF EXCEPTIONAL STUDENT EDUCATION

Bachelor of Science in Exceptional Student Education K-12/ESOL Endorsement

The Bachelor of Science in Exceptional Student Education is designed for students who plan to teach students with specific learning disabilities, mental disabilities, emotional disabilities, or varying exceptionalities in grades K-12.

Admission to the Teacher Education Program (TEP)

Admission to the program in Exceptional Student Education is specified under the admission section for the School of Education.

Major Requirements: A minimum of 125 hours is required. Additional hours may be specified.

2010-2011 **School of Education**

Bethune-Cookman University

Exceptional Student Education~: Total Semester Hours=125

Freshman Year

First Semester				Second Semester			
EN 131	**College English I**	**3**		**EN 132**	**College English II**	**3**
MAT 131	**Math for Liberal Arts**	**3**		**MAT 132**	**College Math**	**3**
ML 131	**Modern Language**	**3**		*ED 240*	*Educational Technology*	*3*
BI 131	**General Biology I**	**3**		**RE 260**	**Critical Reading**	**3**
BIL 131	**General Biology I Lab**	**0**		**PE ____**	**PE Activity***	**1**
HI 130	**African American History**	**3**		**ED 111**	**Freshman Seminar II**	**1**
ED 110	**Freshman Seminar I**	**1**				
	Total	**16**			**Total**	**14**

Sophomore Year

First Semester				Second Semester		
HU 231-233	**Humanities****	**3**		*PS 236*	*Developmental Psychology*	*3*
SC 230	**Intro/Oral Communication**	**3**		*ED 231*	*Intro/Education*	*3*
PH 230	**Physical Science**	**3**		*ESE 200*	*Survey: ESE*	*3*
HI 230-232	United States History	3		*ED 340*	*Assessment & Evaluation*	*3*
RP 232	**Modern Philosophy or**	**3**		*EDM 380*	*Professional Ed. Seminar*	*0*
RP 230	**Ethics**					
MAT 390	**Math for Teachers#**	**3**				
EDM 380	*Professional Ed. Seminar*	*0*				
	Total	**18**			**Total**	**12**

Junior Year

First Semester				Second Semester		
ESE 300	*Needs/ Mildly Handicapped*	*3*		*ESE 305*	*Language Development*	*3*
ESE 310	*Theories of LD*	*3*		*ESE 410*	*Curriculum & Materials*	*3*
ED 352	***Contemp. Teach Methods***	***3***		***ED 351***	***Curriculum Design***	***3***
EDA 352	*Contemp. Teach Practicum*	*2*		ED 368	Reading Strategies	3
ESE 330	*Assessment/ESE Students*	*3*		*ESE 400*	*Social/Personal Skills*	*3*
ESEL 330	*Assessment Practicum*	*0*		*ESE 403*	*Applied Behavior Analysis*	*3*
TSL 370	*Principles/ Issues ESOL*	*3*		*EDM 380*	*Professional Ed. Seminar*	*0*
EDM 380	*Professional Ed. Seminar*	*0*				
	Total	**17**			**Total**	**18**

Senior Year

First Semester				Second Semester		
EDB 352	*Teaching Practicum*	*1*		*ED 462*	*Student Teaching*	*12*
TSL 440	*Methods of Teaching ESOL*	*3*		*EDX 462*	*Student Teaching Seminar*	*0*
ESE 430	*Instructional Strategies/LD*	*3*				
ED 369	*Content Reading 6-12* ***or***	*3*			**Total**	**12**
ED 370	*Content Reading K-6*					
ESE 450	*Instructional Strategies/EH*	*3*				
ED 439	*Language Learning*	*3*				
EDP 499	*Pre-Student Teaching*	*1*				
EDS 499	*Senior Seminar*	*1*				
EDM 380	*Professional Ed. Seminar*	*0*				
	Total	**18**				

 # Effective as of Fall 2009
~ ESE/ESOL K-12

Students must pass FTCE. GK, PEd, and SAE.

General Education Courses Are In Bold
All students MUST see an Academic Advisor to review the details of the vertical curriculum and prerequisite requirements.
****MARCHING BAND MEMBERS ONLY, MUST substitute PE Activity with MUB110 Marching Band.***
****ROTC MEMBERS ONLY, substitute PE Activity with MY104 Basic Military Science and MYL104 Basic Military Science Lab. (ROTC)***
*****Choose ONE from HU231 Ancient to Medieval Humanities, HU232 Renaissance to early Romantic Era Humanities, or HU233 Romanticism to Contemporary Humanities***
MA 131, 132, 134, 135, 390 (taken prior to Fall 2010) will substitute for MAT courses listed above.

COURSE DESCRIPTIONS FOR EXCEPTIONAL STUDENT EDUCATION

ED 231 - Introduction to Education 3 semester hours
This course is designed to help preserves teachers examine the American school's historical progress, current issues and organization structures.

ED 240 - Educational Technology 3 semester hours
This course is designed to examine various ways computers are used in education and personally. The focus of this course is on basic concepts of computer operation, identification of types of educational technology resources, teacher made multi-media for use in the classroom, and the ethical and societal impacts of technology. Additionally, students will examine assistive technology in the classroom as ways to modify instruction for diverse learners.

ED 340 - Assessment and Evaluation 3 semester hours
This course is a discussion of the techniques for measuring and evaluating students' performance and programs in education, elementary statistical procedures, and grading in the various areas. The interpretation of results of district and external assessments are explored in the course. Prospective teachers learn how to design and develop traditional as well as authentic forms of assessment in their respective disciplines and to measure teaching effectiveness. Prospective teachers also learn to read and interpret external assessments.

ED 351 - Curriculum Design & Development 3 semester hours
Prerequisite: 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.

ED 352 - Contemporary Teaching Methods 3 semester hours
Prerequisites: ED 231, ESE 200, PS 236 Co requisite: EDA 352 Contemporary Teaching Practicum. In this course, students study methods of teaching and strategies for planning and implementing various aspects of curriculum.

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 462 - Student Teaching 12 semester hours
Prerequisites: All Major Requirements listed above with a GPA of at least 2.50. Co requisite: EDX 462 Student Teaching Seminar. 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.

EDA 352 - Contemporary Teaching Practicum 2 semester hours
Co requisite: Related methods courses. This course provides field experiences for teacher candidates to develop and implement competencies pertaining to individualized curricula and

instruction. This course involves a field experience in conjunction with specialized methods courses.

EDB 352 - Teaching Practicum 1 semester hour
Prerequisites: ED 352 Contemporary Teaching Methods and EDA 352 Contemporary Teaching Practicum. Co requisites: Related methods courses. This course involves a field experience in conjunction with specialized methods courses. Students must be cleared and approved by the TEI Office for registration in this course.

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.

EDP 499 - Pre-Student Teaching 1 semester hour
Prerequisite: Passing scores on General Knowledge Test and General Education requirements. Grade of C or better in EN 131, 132, MA 131or MAT 131 and MA 132 or MAT 132, with the exception of Biology Education Majors who will take MA 135 or MAT 135 and MA 136 or MAT 136 and Business Education Majors who will take MA/MAT 134 or MAB 135 and MAB 138, SC 230, and RE 260. This course is designed to involve the pre-Teacher Candidate in the Study of the Conceptual Framework (REAP) and all components of the uniform core curriculum as related to observation and evaluation during Student Teaching. Students must be cleared and approved by the TEI Office for registration in this course.

EDS 499 - Senior Seminar 1 semester hour
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.

EDX 462 - Student Teaching Seminar 0 semester hours
Co requisite: ED 462. This seminar provides assistance to student teachers during the student teaching experience.

ESE 200 - Survey of Exceptional Students 3 semester hours
This course is an introductory course covering various exceptionalities and cultural diversity issues with an emphasis on definitions, historical perspectives, student characteristics, trends, and issues.

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
This is an 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.

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
Prerequisites: ESE 300, ESE 305, ESE 310, ESE 330, ESE 403. Co requisites: ESE 410, ESE 450. 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. **3 semester hours**

ESE 450 - Instructional Strategies for the Emotionally Handicapped 3 semester hours
Co requisites: ESE 410, ESE 430 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.

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.

TSL 370 - Principles and Issues in ESOL 3 semester hours
This course is designed to introduce students to the underlying theories and principles that shape the field of ESOL. The legal, sociological, historical, and professional issues which have shaped and influenced the field will be explored. The course will focus on the theories of first and second language acquisition as well as the general study of language and communication. Special attention will be given to the subsystems of language, role of language transfer, BICS and CALP, language pragmatics, and cultural issues in communication. It also provides a field clinical experience in classroom settings with second language learners.

TSL 440 - Methods of Teaching ESOL 3 semester hours
(Elementary Education, English Education, and Exceptional Student Education majors)
This course focuses on major methodologies and strategies for teaching second language learners. It provides specific instructional techniques and practices for teaching the development of reading, language arts, and content specific subject matter for the majors. It provides guidelines and practice for unit and lesson planning, classroom management and organization, multilevel learning activities, instructional materials selection, and related instructional competencies. It also provides a field clinical experience in classroom settings with second language learners.

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 in physical education – recreation.

Bachelor of Science in Physical Education K-12

The Bachelor of Science in Physical Education is designed for students who plan to teach Physical Education in grades K-12.

Admission to the Programs

Admission to the program in Physical Education is specified under the admission section for the School of Education.

Major Requirements: A minimum of 129 hours is required. Additional hours may be specified.

2010-2011 **School of Education**

Bethune-Cookman University

Physical Education K-12 : Total Semester Hours=129

Freshman Year

First Semester			Second Semester		
EN 131	**College English I**	**3**	**EN 132**	**College English II**	**3**
MAT 131	**Math for Liberal Arts**	**3**	**MAT 132**	**College Math**	**3**
ML 131	**Modern Language**	**3**	**ED 111**	**Freshman Seminar II**	**1**
BI 131	**General Biology I**	**3**	**PE 214**	**Intermediate Swimming**	**2**
BIL 131	**General Biology I Lab**	**0**	*ED 240*	*Educational Technology*	*3*
HI 130	**African American History**	**3**	**RP 232**	**Modern Philosophy or**	**3**
ED 110	**Freshman Seminar I**	**1**	**RP 230**	**Ethics**	
	Total	**16**		**Total**	**15**

Sophomore Year

First Semester			Second Semester		
SC 230	**Intro/Oral Communication**	**3**	PE 224	Principles in Coaching	2
PE 232	Foundations PE	3	**RE 260**	**Critical Reading**	**3**
PH 230	**Physical Science**	**3**	*PS 236*	*Developmental Psychology*	*3*
PE 301	Theory & Practice	2	*ED 231*	*Intro/Education*	*3*
PE 215	Pre. & Care Athletic Injury	3	*ESE 200*	*Survey: ESE*	*3*
MAT 390	**Math for Teachers#**	**3**	**HU 231-233**	**Humanities****	**3**
EDM 380	*Professional Ed. Seminar*	*0*	*EDM 380*	*Professional Ed. Seminar*	*0*
	Total	**17**		**Total**	**17**

Junior Year

First Semester			Second Semester		
PE 338	Org. & Admin./Health,PE	3	*ED 351*	*Curriculum Design*	*3*
PE 303	Theory & Practice	2	*ED 369*	*Content Reading K-12* ***or***	*3*
ED 352	*Contemp. Teach Methods*	*3*	*ED 370*	*Content Reading K-6*	
EDA 352	*Contemp. Teach Practicum*	*2*	PE 302	Theory & Practice	2
BI 235	Anatomy & Physiology	4	PE 335	Kinesiology	3
TSL 370	*Principles/ Issues ESOL*	*3*	PE 325	PE in Elem School	3
EDM 380	*Professional Ed. Seminar*	*0*	PE 341	Motor Development	3
			EDM 380	*Professional Ed. Seminar*	*0*
	Total	**17**		**Total**	**17**

Senior Year

First Semester			Second Semester		
ED 360	*Gen.Methods in Secondary Ed*	*3*	*ED 462*	*Student Teaching*	*12*
EDB 352	*Teaching Practicum*	*1*	*EDX 462*	*Student Teaching Seminar*	*0*
PE 435	Physiology of Exercise	3			
ED 403	*Classroom Management*	*3*		**Total**	**12**
PE 430	Adaptive & Corrective PE	3			
ED 340	*Assessment and Evaluation*	*3*			
EDP 499	*Pre-Student Teaching*	*1*			
EDS 499	*Senior Seminar*	*1*			
EDM 380	*Professional Ed. Seminar*	*0*			
	Total	**18**			

 # Effective as of Fall 2009

Students must pass FTCE. GK, PEd, and SAE.

General Education Courses Are In Bold

All students MUST see an Academic Advisor to review the details of the vertical curriculum and prerequisite requirements.

****MARCHING BAND MEMBERS ONLY, MUST substitute PE Activity with MUB110 Marching Band.***

****ROTC MEMBERS ONLY, substitute PE Activity with MY104 Basic Military Science and MYL104 Basic Military Science Lab. (ROTC)***

*****Choose ONE from HU231 Ancient to Medieval Humanities, HU232 Renaissance to early Romantic Era Humanities, or HU233 Romanticism to Contemporary Humanities***

MA 131, 132, 134, 135, 390 (taken prior to Fall 2010) will substitute for MAT courses listed above.

COURSE DESCRIPTIONS FOR PHYSICAL EDUCATION

ED 231 - Introduction to Education 3 semester hours
This course is designed to help preserves teachers examine the American school's historical progress, current issues and organization structures.

ED 240 - Educational Technology 3 semester hours
This course is designed to examine various ways computers are used in education and personally. The focus of this course is on basic concepts of computer operation, identification of types of educational technology resources, teacher made multi-media for use in the classroom, and the ethical and societal impacts of technology. Additionally, students will examine assistive technology in the classroom as ways to modify instruction for diverse learners.

ED 340 - Assessment and Evaluation 3 semester hours
This course is a discussion of the techniques for measuring and evaluating students' performance and programs in education, elementary statistical procedures, and grading in the various areas. The interpretation of results of district and external assessments are explored in the course. Prospective teachers learn how to design and develop traditional as well as authentic forms of assessment in their respective disciplines and to measure teaching effectiveness. Prospective teachers also learn to read and interpret external assessments.

ED 351 - Curriculum Design & Development 3 semester hours
Prerequisite: 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.

ED 352 - Contemporary Teaching Methods 3 semester hours
Prerequisites: ED 231, ESE 200, PS 236 Co requisite: EDA 352 Contemporary Teaching Practicum. In this course, students study methods of teaching and strategies for planning and implementing various aspects of curriculum.

ED 360 - General Methods in Secondary Education 3 semester hours
This course prepares secondary teachers for the theoretical and practical understanding needed for the 21st century classroom. The foundation of the course rest on students' understanding of information in several areas such as: content development, development of pedagogical skills, philosophy, and context in planning in the secondary classroom. Through a reflective approach, students will be prepared to design unit plans and lesson plans with a focus on diversity and differentiated instruction for linguistically and culturally diverse students. Students will examine realistic scenarios and examples from a variety of subject areas such as Biology, Business, English, Music, and Social Science.

ED 369 – Content Reading (6-12) 3 semester hours
The purpose of this course is to prepare secondary majors to teach students to: (1) use reading, viewing, and listening effectively, (2) construct the meaning from a wide variety of texts, and (3) write and speak to communicate ideas and information effectively. Candidates will (a) acquire a repertoire of instructional strategies for developing vocabulary, comprehension, and study skills

relevant to their content areas, (b) acquire teaching techniques to meet the content literacy needs of middle and secondary students, (c) discover text characteristics including readability levels to determine reading demands of content text books and other print materials, and (d) motivate and engage student learning from technology; including the internet and e-mail. (Taken depending on area of certification).

ED 370 - Content Reading K-6 3 semester hours
(Taken depending on area of certification) 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.

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 462 - Student Teaching 12 semester hours
Prerequisites: All Major Requirements listed above with a GPA of at least 2.50. Co requisite: EDX 462 Student Teaching Seminar. 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.

EDA 352 - Contemporary Teaching Practicum 2 semester hours
Co requisite: Related methods courses. This course provides field experiences for teacher candidates to develop and implement competencies pertaining to individualized curricula and instruction. This course involves a field experience in conjunction with specialized methods courses.

EDB 352 - Teaching Practicum 1 semester hour
Prerequisites: ED 352 Contemporary Teaching Methods and EDA 352 Contemporary Teaching Practicum. Co requisites: Related methods courses. This course involves a field experience in conjunction with specialized methods courses. Students must be cleared and approved by the TEI Office for registration in this course.

EDP 499 – Pre-Student Teaching 1 semester hour
Prerequisite: Passing scores on General Knowledge Test and General Education requirements. Grade of C or better in EN 131, 132, MA 131or MAT 131 and MA 132 or MAT 132, with the exception of Biology Education Majors who will take MA 135 or MAT 135 and MA 136 or MAT 136 and Business Education Majors who will take MA/MAT 134 or MAB 135 and MAB 138, SC 230, and RE 260. This course is designed to involve the pre-Teacher Candidate in the Study of the Conceptual Framework (REAP) and all components of the uniform core curriculum as related to observation and evaluation during Student Teaching. Students must be cleared and approved by the TEI Office for registration in this course.

EDS 499 - Senior Seminar 1 semester hour
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.

EDX 462 - Student Teaching Seminar 0 semester hours
Co requisite: ED 462. This seminar provides assistance to student teachers during the student teaching experience.

ESE 200 - Survey of Exceptional Students 3 semester hours
This course is an introductory course covering various exceptionalities and cultural diversity issues with an emphasis on definitions, historical perspectives, student characteristics, trends, and issues.

PE 111-112 - Physical Education Activity 1 semester hour
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 individual, dual, and team sports and activities. Instruction and practice are offered in the following activities: basketball, soccer, physical fitness, volleyball, flag football, bowling, golf, badminton, weightlifting, aerobics, dance, and water exercise. Swimming (PE 214 - 2 hrs.) is required for majors in Physical Education and Recreation and is only offered to these majors.

PE 214 - Intermediate Swimming 2 semester hours
This course is designed to help students improve their basic swimming strokes - front crawl, back crawl, backstroke, elementary backstroke, breaststroke, sidestroke, and butterfly. This course is only offered to Physical Education and Physical Education/Recreation majors.

PE 215 - Prevention and Care of Athletic Injuries 3 semester hours
This course is designed to teach techniques for the prevention of athletic injuries as well as diagnostic procedures and the handling of emergencies involving athletic injuries.

PE 224 - Principles in Coaching and Officiating Sports 2 semester hours
This course is concerned with the teaching of specific sports, the organization of practice sessions, and the development of an effective training program. This course also teaches coaching and officiating techniques involved in individual, dual, and team sports.

PE 232 - Foundations, Principles, Trends and History 3 semester hours
This course is an orientation to the field of health, physical education, and recreation. Emphasis is on foundations, principles, trends, and history of physical education; assessment of student interests, competencies, vocational preferences, and potential in the field.

PE 301 - Theory and Practice of Teaching Individual and Dual Sports 2 semester hours
This course provides the use of theory and practice to develop actual teaching skills, class organization, and lesson plans for individual and dual sports.

PE 302 - Theory and Practice of Teaching Team Sports 2 semester hours
This course provides the use of theory and practice to develop actual teaching skills, class organization, and lesson plan for team sports.

PE 303 - Theory and Practice of Teaching Dance and Gymnastics 2 semester hours
This course provides the use of theory and practice to develop actual teaching skills, class organization, and lesson plans for dance and gymnastics.

PE 320 - Games in the Elementary School 3 semester hours
This course provides basic principles of safe, efficient, and aesthetic movement for children and teaches the fundamental uses of the body.

PE 325 - Teaching Physical Education in the Elementary School 3 semester hours
Prerequisite: ED 352 and EDA 352. This course provides methods of instruction, materials, theory, testing, and practice of teaching techniques and program planning. Consideration is 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 is also provided.

PE 326 - Teaching Physical Education in the Secondary School 2 semester hours
Prerequisite: ED 352 and EDA 352. This course is a provision of the conceptual approach to the organization and administration of the total physical education program at the secondary level. Practical experience in curriculum construction with emphasis on developing lesson plans, organizing, teaching, and using resources is also provided.

PE 335 – Kinesiology 3 semester hours
An analysis of the mechanical and muscular action involved in human motion. Emphasis is on analysis of physiological principles and laws governing motor activity.

PE 336 - Personal and Community Health 3 semester hours
Emphasis is placed on consumer and environmental health and the prevention and control of disease.

PE 337 - School and Community Recreation 3 semester hours
A presentation of data for developing and operating recreation programs in the school and community. This course provides development of methods and materials for conducting programs at camps, schools, playgrounds, and community centers. Review of the theories of play and recreation principles are presented.

PE 338 -Organization and Administration of Health, Physical Education & Recreation 3 semester hours
This course is designed to teach students the organizational structure and administrative procedures of the health, physical education, and recreation programs. The course emphasis is on methodology, policies, procedures, and budget in relation to the required, intramural, adapted, and inter-scholastic areas of the total program.

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. The course presents the relationship of physical and motor development to human actions and interactions.

PE 430 - Adaptive and Corrective Physical Education 3 semester hours
This course is a study of conditions which require the physical education program to be adapted to meet the special needs of students with disabilities.

PE 435 - Physiology of Exercise 3 semester hours
This course is 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. This course is the final phase of the field experience. It is 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.

REC 231 - Intramural Sports 2 semester hours
This course provides 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.

REC 310 - Departmental Internship 1 semester hour
This course provides teaching experience in the Physical Education program at Bethune-Cookman University. One hour laboratory teaching per week under faculty supervision is required.

REC 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. The emphasis is on creativity and innovation.

TSL 370 - Principles and Issues in ESOL 3 semester hours
This course is designed to introduce students to the underlying theories and principles that shape the field of ESOL. The legal, sociological, historical, and professional issues which have shaped and influenced the field will be explored. The course will focus on the theories of first and second language acquisition as well as the general study of language and communication. Special attention will be given to the subsystems of language, role of language transfer, BICS

Bachelor of Science in Physical Education/Recreation

The Physical Education-Recreation degree focuses on understanding the role and impact of recreational/leisure activities on individuals in society. This program of studies is designed to prepare professionals for careers as recreation supervisors, sports managers, and program directors. The Physical Education-Recreation degree will provide experiences which prepare majors for employment in both recreational and athletic programs.

Major Requirements: A minimum of 122 hours is required. Additional hours may be specified.

Students must complete a background check

2010-2011 **School of Education**

Bethune-Cookman University

Physical Education/Recreation Program of Study: Total Semester Hours=122

Freshman Year

First Semester			Second Semester			
EN 131	**College English I**	**3**	**EN**	**132**	**College English II**	**3**
MAT 131	**Math for Liberal Arts**	**3**	**MAT**	**132**	**College Math**	**3**
ML 131	**Modern Language**	**3**	**ED**	**111**	**Freshman Seminar II**	**1**
BI 131	**General Biology I**	**3**	**HI**	**130**	**African American History**	**3**
BIL 131	**General Biology I Lab**	**0**	CS	132	Computer Applications	3
ED 110	**Freshman Seminar I**	**1**	**PE**	**____**	**PE Activity***	**1**
____ ____	Free Elective	3				
	Total	**16**			**Total**	**14**

Sophomore Year

First Semester			Second Semester			
RP ____	**Elective (200 level & Above)**	**3**	PE	224	Principles in Coaching	2
PE 214	Intermediate Swimming	2	REC	225	Intro/ Recreation	3
___ ___	**Science Elective****	3	REC	231	Intramural Sports	2
SC 230	**Intro/Oral Communication**	**3**	**HU**	**231-233**	**Humanities*****	**3**
PE 215	Pre. & Care Athletic Injury	3	**RE**	**260**	**Critical Reading**	**3**
REC 232	History & Philosophy	3	PE	**111-212**	**PE Activity***	1
	Total	**17**			**Total**	**14**

Junior Year

First Semester			Second Semester			
PE 301	Theory & Practice	2	REC	310	Dept. Internship	1
PE 302	Theory & Practice	2	PE	303	Theory & Practice	2
HM 352	Nutrition	3	REC	333	Outdoor Resources	3
PE 320	Games in Elem. School	3	PE	341	Motor Development	3
REC 331	Recreational Leadership	3	PE	336	Personal & Com. Health	3
BI 235	Anatomy & Physiology	4	PE	335	Kinesiology	3
	Total	**17**			**Total**	**15**

Senior Year

First Semester			Second Semester			
PE 337	School & Com. Recreation	3	REC	490 B	Field Experience, and	9
PE 338	Org. & Administrative/PE	3	____	____	Free Electives	3
REC 421	Areas & Facilities Mgt.	3			**or**	
PE 435	Physiology of Exercise	3	REC	490 C	Field Experience	12
PE 430	Adaptive & Corrective PE	3				
EDS 499	*Senior Seminar*	*1*				
	Total	**16**			**Total**	**12**

General Education Courses Are In Bold
All students MUST see an Academic Advisor to review the details of the vertical curriculum and prerequisite requirements.
MARCHING BAND MEMBERS ONLY, MUST substitute PE Activity with MUB110 Marching Band.
ROTC MEMBERS ONLY, substitute PE Activity with MY104 Basic Military Science and MYL104 Basic Military Science Lab. (ROTC)
*** Choose ONE from PH 230 Physical Science, CH 131 General Chemistry, or ES 130 Introduction to Environmental Science.***
*****Choose ONE from HU231 Ancient to Medieval Humanities, HU232 Renaissance to early Romantic Era Humanities, or HU233 Romanticism to Contemporary Humanities***
MA 131, 132, 134, 135, 390 (taken prior to Fall 2010) will substitute for MAT courses listed above.

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.

REC 232 - History & Philosophy Recreation 3 semester hours
This course examines major historical and philosophical developments in sport and recreation, including interscholastic, intercollegiate, professional sport, and the recreation and commercial fitness industries.

REC 331 - Recreational Leadership 3 semester hours
This course 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
This course introduces students to recreational participation in natural environments. This course 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 490 - Field Experience 9 semester hours
A supervised professional work experience (360-400 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 or her with experience that can enable him to obtain employment upon graduation. Placement can be in public, private, or voluntary agencies. Need a total of 9-12 to meet requirements**.**

Bachelor of Science in Educational Studies

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 University'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 University's general education requirements, the correlated core courses, the professional educational core courses, and area specialization courses. In addition, the students must complete of the senior research paper, and have a minimum grade point average of 2.0.

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. Students will, in lieu of Student Teaching and Student Teaching Seminar, take 12 semester hours of approved elective courses.

Major Requirements

- Total of at least 120 hours depending on the area of specialization
- Completion of General Education Program
- Satisfactory completion of senior research paper (presentation)
- A minimum cumulative grade point average of 2.0
- Correlated core according to major
- Professional education core
- Area specialization core
- Completion of 12 semester hours of approved elective courses

2010-2011 **School of Education**

Bethune-Cookman University

Educational Studies (Biology Education) Total Semester Hours=126

Freshman Year

First Semester				Second Semester			
EN 131	**College English I**	**3**		**EN 132**	**College English II**	**3**	
MAT 135	**Pre-Calculus**	**3**		**MAT 136**	**Analytical Trigonometry**	**3**	
BI 141	**General Biology I**	3		**BI 142**	**General Biology II**	**3**	
BIL 141	**General Biology I (Lab)**	1		**BIL 142**	**General Biology II (Lab)**	**1**	
CH 141	**General Chemistry I**	3		**CH 142**	**General Chemistry II**	**3**	
CHL 141	**General Chemistry I (Lab)**	1		**CHL 142**	**General Chemistry II (Lab)**	**1**	
ED 110	**Freshman Seminar I**	**1**		**ED 111**	**Freshman Seminar II**	**1**	
PE ____	**PE Activity***	**1**					
	Total	**16**			**Total**	**15**	

Sophomore Year

First Semester				Second Semester			
BI 241	General Zoology I	4		*ED 240*	*Educational Technology*	*3*	
ED 231	Intro to Education	3		BI 244	Microbiology	4	
ML 131	**Modern Language**	**3**		**HI 130**	**African American History**	**3**	
RE 260	**Critical Reading**	**3**		**SC 230**	**Intro/Oral Communication**	**3**	
ESE 200	*Survey: ESE*	*3*		*PS 236*	*Developmental Psychology*	*3*	
EDM 380	*Professional Ed. Seminar*	*0*		*EDM 380*	*Professional Ed. Seminar*	*0*	
	Total	**16**			**Total**	**16**	

Summer

HU	**231-233**	**Humanities ****	**3**
RP	**230**	**Ethics or**	
RP	**232**	**Modern Philosophy**	**3**
		Total	**6**

Junior Year

First Semester				Second Semester			
PH 241	General Physics I	4		*ED 340*	*Assessment & Evaluation*	*3*	
ED 352	*Contemp. Teach Methods*	*3*		BI 332	Botany II	3	
EDA 352	*Contemp. Teach Practicum*	*2*		*ED 351*	*Curriculum Design*	*3*	
BI 331	Botany I	3		*ED 369*	*Content Reading 6-12*	*3*	
TSL 370	*Principles/ Issues ESOL*	*3*		BI 345	Comparative Anatomy	4	
EDM 380	*Professional Ed. Seminar*	*0*		*EDM 380*	*Professional Ed. Seminar*	*0*	
	Total	**15**			**Total**	**16**	

Senior Year

First Semester					Second Semester	
ED 403	*Classroom Management*	*3*	____	____		
BI 437	General Ecology	4	____	____	Free Electives	12
BI 499	Senior Seminar	3	____	____		
ED 360	*Gen. Methods in Secondary Ed*	*3*	____	____		
EDB 352	*Teaching Practicum*	*1*	____	____		
EDM 380	*Professional Ed. Seminar*	*0*	____	____		
	Total	**14**			**Total**	**12**

General Education Courses Are In Bold
All students MUST see an Academic Advisor to review the details of the vertical curriculum and prerequisite requirements.
MARCHING BAND MEMBERS ONLY, MUST substitute PE Activity with MUB110 Marching Band.
ROTC MEMBERS ONLY, substitute PE Activity with MY104 Basic Military Science and MYL104 Basic Military Science Lab. (ROTC)
****Choose ONE from HU231 Ancient to Medieval Humanities, HU232 Renaissance to early Romantic Era Humanities, or HU233 Romanticism to Contemporary Humanities***
MA 131, 132, 134, 135, 390 (taken prior to Fall 2010) will substitute for MAT courses listed above.

2010-2011 **School of Education**

Bethune-Cookman University

Educational Studies (Business Education) Total Semester Hours=123

Freshman Year

First Semester				Second Semester			
EN	**131**	**College English I**	**3**	**EN**	**132**	**College English II**	**3**
MAT	**134**	**College Algebra**	**3**	**MAB**	**138**	**Business Calculus**	**3**
ML	**131**	**Modern Language**	**3**	**BI**	**131**	**General Biology I**	**3**
ITM	100	Essentials of Info. Tech.	1	**BIL**	**131**	**General Biology I Lab**	**0**
HI	**130**	**African American History**	**3**	BA	110	Intro/Business	3
ED	**110**	**Freshman Seminar I-Business**	**1**	ITM	110	Bus. Computer Applications	3
PE	**____**	**PE Activity***	**1**	**ED**	**111**	**Freshman Seminar II- Business**	**1**
		Total	**15**			**Total**	**16**

Sophomore Year

First Semester				Second Semester			
ED	*231*	*Intro to Education*	*3*	*ESE*	*200*	*Survey: ESE*	*3*
RE	**260**	**Critical Reading**	**3**	AC	232	Principles of Accounting II	3
BA	232	Macro Economics	3	ACL	232	Principles of Accounting II LAB	1
ITM	200	Business Info. Systems	3	**RP**	**232**	**Modern Philosophy or**	**3**
AC	231	Principles of Accounting I	3	**RP**	**230**	**Ethics**	
ACL	231	Principles of Accounting I LAB	1	*PS*	*236*	*Developmental Psychology*	*3*
BL	230	Leadership & Prof. Development	2	**SC**	**230**	**Intro/Oral Communication**	**3**
EDM	*380*	*Professional Ed. Seminar*	*0*	*EDM*	*380*	*Professional Ed. Seminar*	*0*
		Total	**18**			**Total**	**16**

Junior Year

First Semester				Second Semester			
BA	360	Business Communications	3	*ED*	*340*	*Assessment & Evaluation*	*3*
BA	**360L**	**Business Communications Lab**	**0**	**HU**	**231-233**	**Humanities****	**3**
MK	341	Principles of Marketing **or**	3	*ED*	*351*	*Curriculum Design*	*3*
MG	300	Man. & Org. Behavior		**PH**	**230**	**Physical Science**	**3**
ED	*352*	*Contemp. Teach Methods*	*3*	IB	350	International Business	3
EDA	*352*	*Contemp. Teach Practicum*	*2*	*EDM*	*380*	*Professional Ed. Seminar*	*0*
BA	234	Business Law	3				
TSL	*370*	*Principles/ Issues ESOL*	*3*				
EDM	*380*	*Professional Ed. Seminar*	*0*				
		Total	**17**			**Total**	**15**

Senior Year

First Semester						Second Semester	
EDS	*499*	*Senior Seminar*	*1*	____	____		
ED	*360*	*Gen. Methods in Secondary Ed*	*3*	____	____	Free Electives	12
EDB	*352*	*Teaching Practicum*	*1*	____	____		
BE	361	Multimedia Adm. Communications	3	____	____		
ED	*403*	*Classroom Management*	*3*	____	____		
ED	*369*	*Content Reading 6-12*	*3*	____	____		
EDM	*380*	*Professional Ed. Seminar*	*0*	____	____		
		Total	**14**			**Total**	**12**

General Education Courses Are In Bold

All students MUST see an Academic Advisor to review the details of the vertical curriculum and prerequisite requirements.

MARCHING BAND MEMBERS ONLY, MUST substitute PE Activity with MUB110 Marching Band.

ROTC MEMBERS ONLY, substitute PE Activity with MY104 Basic Military Science and MYL104 Basic Military Science Lab. (ROTC)

****Choose ONE from HU231 Ancient to Medieval Humanities, HU232 Renaissance to early Romantic Era Humanities, or HU233 Romanticism to Contemporary Humanities***

MA 131, 132, 134, 135, 390 (taken prior to Fall 2010) will substitute for MAT courses listed above.

2010-2011 **School of Education**

Bethune-Cookman University

Educational Studies (Elementary Education~) Total Semester Hours=121

Freshman Year

First Semester				Second Semester			
EN	**131**	**College English I**	**3**	**EN**	**132**	**College English II**	**3**
MAT	**131**	**Math for Liberal Arts**	**3**	**MAT**	**132**	**College Math II**	**3**
ML	**131**	**Modern Language**	**3**	*ED*	*240*	*Educational Technology*	*3*
BI	**131**	**General Biology I**	**3**	**RE**	**260**	**Critical Reading**	**3**
BIL	**131**	**General Biology I Lab**	**0**	**ED**	**111**	**Freshman Seminar II**	**1**
HI	**130**	**African American History**	**3**	**PE**	____	**PE Activity***	**1**
ED	**110**	**Freshman Seminar I**	**1**				
		Total	**16**			**Total**	**14**

Sophomore Year

First Semester				Second Semester			
HU	**231-233**	**Humanities****	**3**	*PS*	*236*	*Developmental Psychology*	*3*
SC	**230**	**Intro/Oral Communication**	**3**	*ED*	*231*	*Intro/Education*	*3*
PH	**230**	**Physical Science**	**3**	*ESE*	*200*	*Survey: ESE*	*3*
HI	230-232	United States History	3	MAT	390	Math for Teachers#	3
RP	**232**	**Modern Philosophy or**	3	ED	333	Creative Expression: Art	3
RP	**230**	**Ethics**		*EDM*	*380*	*Professional Ed. Seminar*	*0*
EDM	*380*	*Professional Ed. Seminar*	*0*				
		Total	**15**			**Total**	**15**

Junior Year

First Semester				Second Semester			
ED	*352*	*Contemp. Teach Methods* ##	*3*	ED	320	Inquiry Science	3
EDA	*352*	*Contemp. Teach Practicum*	*2*	ED	330	Creative Expression: PE	3
EDL	350	Children's Literature	3	ED	336	Creative Expression: Music	3
ED	325	Discovery Social Studies	3	*ED*	*351*	*Curriculum Design*	*3*
TSL	*370*	*Principles/ Issues ESOL*	*3*	*EDB*	*352*	*Teaching Practicum*	*1*
ED	*340*	*Assessment & Evaluation*	*3*	ED	368	Reading Strategies	3
EDM	*380*	*Professional Ed. Seminar*	*0*	*EDM*	*380*	*Professional Ed. Seminar*	*0*
		Total	**17**			**Total**	**16**

Senior Year

First Semester						Second Semester	
ED	437	Inquiry Mathematics	3	____	____		
ED	*370*	*Content Reading K-6*	*3*	____	____	Free Electives	12
ED	439	Language Learning	3	____	____		
TSL	*440*	*Methods of Teaching ESOL*	*3*	____	____		
ED	*403*	*Classroom Management*	*3*	____	____		
EDS	*499*	*Senior Research Paper*	*1*			**Total**	**12**
EDM	*380*	*Professional Ed. Seminar*	*0*				
		Total	**16**				

~ Elementary Education / ESOL K-6

 # Effective as of Fall 2009

Courses must be taken in the sequence listed above. ED 352 and EDA 352 must be taken together (co-requisites) and are pre-requisites for ED 320, ED 325, ED 351, ED 368, ED 370, ED 439, EDL 350 may be taken as a co-requisite of ED 352

General Education Courses are In Bold

All students MUST see an Academic Advisor to review the details of the vertical curriculum and prerequisite requirements.

MARCHING BAND MEMBERS ONLY, MUST substitute PE Activity with MUB110 Marching Band.

ROTC MEMBERS ONLY, substitute PE Activity with MY104 Basic Military Science and MYL104 Basic Military Science Lab. (ROTC)

****Choose ONE from HU231 Ancient to Medieval Humanities, HU232 Renaissance to early Romantic Era Humanities, or HU233 Romanticism to Contemporary Humanities***

MA 131, 132, 134, 135, 390 (taken prior to Fall 2010) will substitute for MAT courses listed above.

2010-2011 **School of Education**

Bethune-Cookman University

Educational Studies (English Education~) Total Semester Hours=123

Freshman Year

First Semester				Second Semester			
EN 131	**College English I**	**3**		**EN 132**	**College English II**		**3**
MAT 131	**Math for Liberal Arts**	**3**		**MAT 132**	**College Math II**		**3**
ML 131	**Modern Language**	**3**		**ED 240**	**Educational Technology**		**3**
BI 131	**General Biology I**	**3**		**RE 260**	**Critical Reading**		**3**
BIL 131	**General Biology I Lab**	**0**		**PE ____**	**PE Activity***		**1**
HI 130	**African American History**	**3**		**ED 111**	**Freshman Seminar II**		**1**
ED 110	**Freshman Seminar I**	**1**					
	Total	**16**				**Total**	**14**

Sophomore Year

First Semester				Second Semester			
HU 231-233	**Humanities****	**3**		EN 330	Functional Grammar		3
SC 230	**Intro/Oral Communication.**	**3**		EN 240	Advanced Composition		3
PH 230	**Physical Science**	**3**		*PS 236*	*Developmental Psychology*		*3*
EN 141	Literary Genres	3		*ESE 200*	*Survey: ESE*		*3*
RP 232	**Modern Philosophy or**	3		*ED 231*	*Intro/Education*		*3*
RP 230	**Ethics**			*EDM 380*	*Professional Ed. Seminar*		*0*
EDM 380	*Professional Ed. Seminar*	*0*					
	Total	**15**				**Total**	**15**

Junior Year

First Semester				Second Semester			
EN 331	English Literature I	3		*ED 351*	*Curriculum Design*		*3*
TSL 370	*Principles/ Issues ESOL*	*3*		EN 332	English Literature II		3
ED 352	*Contemp. Teach Methods*	*3*		EN 334	American Literature		3
EDA 352	*Contemp. Teach Practicum*	*2*		*ED 369*	*Content Reading 6-12*		*3*
EN 336	Contemporary Literature	3		*ED 340*	*Assessment & Evaluation*		*3*
EN 340	Creative Writing	3		MAT 390	Math for Teachers#		3
EDM 380	*Professional Ed. Seminar*	*0*		*EDM 380*	*Professional Ed. Seminar*		*0*
	Total	**17**				**Total**	**18**

Senior Year

First Semester				Second Semester			
ED 403	*Classroom Management*	*3*		____ ____			
ED 360	*Gen. Methods in Secondary Ed*	*3*		____ ____	Free Electives		12
EDB 352	*Teaching Practicum*	*1*		____ ____			
EN 443	Shakespeare I **or**	3		____ ____			
EN 444	Shakespeare II			____ ____			
TSL 440	*Methods of Teaching ESOL*	*3*		____ ____			
EN 499	Senior Seminar/ English	3		____ ____			
EDM 380	*Professional Ed. Seminar*	*0*				**Total**	**12**
	Total	**16**		**~ English Education / ESOL 6-12**			
				# Effective as of Fall 2009			

General Education Courses Are In Bold

All students MUST see an Academic Advisor to review the details of the vertical curriculum and prerequisite requirements.

***MARCHING BAND MEMBERS ONLY, MUST substitute PE Activity with MUB110 Marching Band.**

***ROTC MEMBERS ONLY, substitute PE Activity with MY104 Basic Military Science and MYL104 Basic Military Science Lab. (ROTC)**

****Choose ONE from HU231 Ancient to Medieval Humanities, HU232 Renaissance to early Romantic Era Humanities, or HU233 Romanticism to Contemporary Humanities**

MA 131, 132, 134, 135, 390 (taken prior to Fall 2010) will substitute for MAT courses listed above.

2010-2011 **School of Education**

Bethune-Cookman University

Educational Studies (Exceptional Student Education~) Total Semester Hours=124

Freshman Year

First Semester			Second Semester			
EN 131	**College English I**	**3**	**EN 132**	**College English II**		**3**
MAT 131	**Math for Liberal Arts**	**3**	**MAT 132**	**College Math II**		**3**
ML 131	**Modern Language**	**3**	*ED 240*	*Educational Technology*		*3*
BI 131	**General Biology I**	**3**	**RE 260**	**Critical Reading**		**3**
BIL 131	**General Biology I Lab**	**0**	**PE ____**	**PE Activity***		**1**
HI 130	**African American History**	**3**	**ED 111**	**Freshman Seminar II**		**1**
ED 110	**Freshman Seminar I**	**1**				
	Total	**16**			**Total**	**14**

Sophomore Year

First Semester			Second Semester			
HU 231-233	**Humanities****	**3**	*PS 236*	*Developmental Psychology*		*3*
SC 230	**Intro/Oral Communication**	**3**	*ED 231*	*Intro/Education*		*3*
PH 230	**Physical Science**	**3**	*ESE 200*	*Survey: ESE*		*3*
HI 230-232	United States History	3	*ED 340*	*Assessment & Evaluation*		*3*
RP 232	**Modern Philosophy or**	**3**	*EDM 380*	*Professional Ed. Seminar*		*0*
RP 230	**Ethics**					
MAT 390	Math for Teachers#	3				
EDM 380	*Professional Ed. Seminar*	*0*				
	Total	**18**			**Total**	**12**

Junior Year

First Semester			Second Semester			
ESE 300	*Needs/ Mildly Handicapped*	*3*	*ESE 305*	*Language Development*		*3*
ESE 310	*Theories of LD*	*3*	*ESE 410*	*Curriculum & Materials*		*3*
ED 352	*Contemp. Teach Methods*	*3*	*ED 351*	*Curriculum Design*		*3*
EDA 352	*Contemp. Teach Practicum*	*2*	ED 368	Reading Strategies		3
ESE 330	*Assessment/ESE Students*	*3*	*ESE 400*	*Social/Personal Skills*		*3*
ESEL 330	*Assessment Practicum*	*0*	*ESE 403*	*Applied Behavior Analysis*		*3*
TSL 370	*Principles/ Issues ESOL*	*3*	*EDM 380*	*Professional Ed. Seminar*		*0*
EDM 380	*Professional Ed. Seminar*	*0*				
	Total	**17**			**Total**	**18**

Senior Year

First Semester			Second Semester			
EDB 352	*Teaching Practicum*	*1*	____ ____			
TSL 440	*Methods of Teaching ESOL*	*3*	____ ____	Free Electives		12
ESE 430	*Instructional Strategies/LD*	*3*	____ ____			
ED 369	*Content Reading 6-12* ***or***	*3*	____ ____			
ED 370	*Content Reading K-6*		____ ____			
ESE 450	*Instructional Strategies/EH*	*3*	____ ____			
ED 439	*Language Learning*	*3*	____ ____			
EDS 499	*Senior Seminar*	*1*			**Total**	**12**
EDM 380	*Professional Ed. Seminar*	*0*	**~ESE/ESOL K-12**			
	Total	**17**	**# Effective as of Fall 2009**			

General Education Courses Are In Bold

All students MUST see an Academic Advisor to review the details of the vertical curriculum and prerequisite requirements.

MARCHING BAND MEMBERS ONLY, MUST substitute PE Activity with MUB110 Marching Band.

ROTC MEMBERS ONLY, substitute PE Activity with MY104 Basic Military Science and MYL104 Basic Military Science Lab. (ROTC)

****Choose ONE from HU231 Ancient to Medieval Humanities, HU232 Renaissance to early Romantic Era Humanities, or HU233 Romanticism to Contemporary Humanities***

MA 131, 132, 134, 135, 390 (taken prior to Fall 2010) will substitute for MAT courses listed above.

2010-2011 **School of Education**

Bethune-Cookman University

Educational Studies (Music Education) Total Semester Hours=126

Freshman Year

First Semester			Second Semester			
EN 131	**College English I**	**3**	**EN 132**	**College English II**		**3**
MAT 131	**Math for Liberal Arts**	**3**	**MAT 132**	**College Math II**		**3**
ED 110	**Freshman Seminar I**	**1**	**BI 131**	**General Biology I**		**3**
MU 111	Applied Music Major	1	**BIL 131**	**General Biology I Lab**		**0**
MU 133	Computer Applications	3	*PS 236*	*Developmental Psychology*		*3*
MUN 111	Class Voice **or**	1	MU 112	Applied Music Major		1
MUM 111	Class Piano#		MUN 112	Class Voice **or**		1
MU 110	Ensemble	1	MUM 112	Class Piano#		
PE 111-212	**PE Activity***	**1**	MU 214	String Methods		1
HI 130	**African American History**	**3**	MU 110	Ensemble		1
EDM 380	*Professional Ed. Seminar*	*0*	MUAL 100	Fundamentals of Music Lab		0
			ED 111	**Freshman Seminar II**		**1**
	Total	**17**			**Total**	**17**

Sophomore Year

First Semester			Second Semester			
PH 230	**Physical Science**	**3**	**RP 232**	**Modern Philosophy or**		**3**
SC 230	**Intro/Oral Communication**	**3**	**RP 230**	**Ethics**		
RE 260	**Critical Reading**	**3**	MA 390	Math for Teachers ##		3
MU 231	Music Theory I & Lab	3	*ED 231*	*Intro/Education*		*3*
MU 211	Applied Music Major	1	*ED 340*	*Assessment & Evaluation*		*3*
ESE 200	*Survey: ESE*	*3*	MU 232	Music Theory II & Lab		3
MU 313	Percussion Methods	1	MU 212	Applied Music Major		1
MU 110	Ensemble	1	*EDM 380*	*Professional Ed. Seminar*		*0*
EDM 380	*Professional Ed. Seminar*	*0*				
	Total	**18**			**Total**	**16**

Junior Year

First Semester			Second Semester			
MU 213	Vocal Methods	1	*ED 360*	*Gen. Methods in Secondary Ed*		*3*
ED 352	*Contemp. Teach Methods*	*3*	*EDB 352*	*Teaching Practicum*		*1*
EDA 352	*Contemp. Teach Practicum*	*2*	MU 369	Music Methods K-12		3
MU 333	Music Theory III & Lab	3	MU 334	Music Theory IV & Lab		3
MU 324	Music History I	3	MU 325	Music History II		3
MU 311	Applied Music Major	1	MU 312	Applied Music Major		1
MU 413	Woodwinds Methods	1	MU 314	Brass Methods		1
MU 436	Conducting	3	*EDM 380*	*Professional Ed. Seminar*		*0*
EDM 380	*Professional Ed. Seminar*	*0*				
	Total	**17**			**Total**	**15**

Senior Year

First Semester			Second Semester			
TSL 370	*Principles/ Issues ESOL*	*3*	____	____		
ED 351	*Curriculum Design*	*3*	____	____	Free Electives	12
ED 369	*Content Reading*	*3*	____	____		
ED 403	*Classroom Management*	*3*	____	____		
MUS 499	Senior Seminar in Music	1	____	____		
MU 411	Applied Music (Senior Recital)	1			**Total**	**12**
EDM 380	*Professional Ed. Seminar*	*0*				
	Total	**14**				

 # Applied Piano Majors are to take MUM 111/112 Class Voice instead of MUN 111/112 Class Piano

Effective as of Fall 2009

General Education Courses Are In Bold

All students MUST see an Academic Advisor to review the details of the vertical curriculum and prerequisite requirements.

MARCHING BAND MEMBERS ONLY, MUST substitute PE Activity with MUB110 Marching Band.

ROTC MEMBERS ONLY, substitute PE Activity with MY104 Basic Military Science and MYL104 Basic Military Science Lab. (ROTC)

MA 131, 132, 134, 135, 390 (taken prior to Fall 2010) will substitute for MAT courses listed above.

2010-2011 **School of Education**

Bethune-Cookman University

Educational Studies (Physical Education K-12) Total Semester Hours=126

Freshman Year

First Semester			Second Semester			
EN 131	**College English I**	**3**	**EN**	**132**	**College English II**	**3**
MAT 131	**Math for Liberal Arts**	**3**	**MAT**	**132**	**College Math II**	**3**
ML 131	**Modern Language**	**3**	**ED**	**111**	**Freshman Seminar II**	**1**
BI 131	**General Biology I**	**3**	PE	214	Intermediate Swimming	2
BIL 131	**General Biology I Lab**	**0**	*ED*	*240*	*Educational Technology*	*3*
HI 130	**African American History**	**3**	**RP**	**232**	**Modern Philosophy or**	**3**
ED 110	**Freshman Seminar I**	**1**	**RP**	**230**	**Ethics**	
	Total	**16**			**Total**	**15**

Sophomore Year

First Semester			Second Semester			
SC 230	**Intro/Oral Communication**	**3**	PE	224	Principles in Coaching	2
PE 232	Foundations PE	2	**RE**	**260**	**Critical Reading**	**3**
PH 230	**Physical Science**	**3**	*PS*	*236*	*Developmental Psychology*	*3*
PE 301	Theory & Practice	2	*ED*	*231*	*Intro/Education*	*3*
PE 215	Pre. & Care Athletic Injury	3	*ESE*	*200*	*Survey: ESE*	*3*
MAT 390	Math for Teachers#	3	**HU**	**231-233**	**Humanities***	**3**
EDM 380	*Professional Ed. Seminar*	*0*	*EDM*	*380*	*Professional Ed. Seminar*	*0*
	Total	**16**			**Total**	**17**

Junior Year

First Semester			Second Semester			
PE 338	Org. & Admin./Health,PE	3	*ED*	*351*	*Curriculum Design*	*3*
PE 302	Theory & Practice	2	*ED*	*369*	*Content Reading K-12* ***or***	*3*
ED 352	*Contemp. Teach Methods*	*3*	*ED*	*370*	*Content Reading K-6*	
EDA 352	*Contemp. Teach Practicum*	*2*	PE	303	Theory & Practice	2
BI 335	Anatomy & Physiology	4	PE	335	Kinesiology	3
TSL 370	*Principles/ Issues ESOL*	*3*	PE	325	PE in Elem School	2
EDM 380	*Professional Ed. Seminar*	*0*	PE	341	Motor Development	3
			EDM	*380*	*Professional Ed. Seminar*	*0*
	Total	**17**			**Total**	**16**

Senior Year

First Semester					Second Semester	
ED 360	*Gen.Methods in Secondary Ed*	*3*	____	____		
EDB 352	*Teaching Practicum*	*1*	____	____	Free Electives	12
PE 435	Physiology of Exercise	3	____	____		
ED 403	*Classroom Management*	*3*	____	____		
PE 430	Adaptive & Corrective PE	3	____	____		
ED 340	*Assessment and Evaluation*	*3*	____	____		
EDS 499	*Senior Seminar*	*1*	____	____		
EDM 380	*Professional Ed. Seminar*	*0*				
	Total	**17**			**Total**	**12**

Effective as of Fall 2009

General Education Courses Are In Bold

All students MUST see an Academic Advisor to review the details of the vertical curriculum and prerequisite requirements.

Choose ONE from HU231 Ancient to Medieval Humanities, HU232 Renaissance to early Romantic Era Humanities, or HU233 Romanticism to Contemporary Humanities

MA 131, 132, 134, 135, 390 (taken prior to Fall 2010) will substitute for MAT courses listed above.

2010-2011 **School of Education**

Bethune-Cookman University

Educational Studies (Social Science Education Program of Study) Total Semester Hours=121

Freshman Year

First Semester			Second Semester			
EN 131	**College English I**	**3**	**EN**	**132**	**College English II**	**3**
MAT 131	**Math for Liberal Arts**	**3**	**MAT**	**132**	**College Math II**	**3**
ML 131	**Modern Language**	**3**	HI	131	World History	3
BI 131	**General Biology I**	**3**	**RP**	**232**	**Modern Philosophy or**	**3**
BIL 131	**General Biology I Lab**	**0**	**RP**	**230**	**Ethics**	
HI 130	**African American History**	**3**	**PE**	____	**PE Activity***	**1**
ED 110	**Freshman Seminar I**	**1**	**HU**	231-233	**Humanities****	**3**
			ED	**111**	**Freshman Seminar II**	**1**
	Total	**16**			**Total**	**17**

Sophomore Year

First Semester			Second Semester			
RE 260	**Critical Reading**	**3**	*ED*	*231*	*Intro/Education*	*3*
HI 231	U.S. History to 1865	3	*ESE*	*200*	*Survey: ESE*	*3*
ED 240	*Educational Technology*	*3*	HI	232	U.S. History since 1865	3
BA 231	Macro Economics I	3	*PS*	*236*	*Developmental Psychology*	*3*
SC 230	**Intro/Oral Communication**	**3**	**PH**	**230**	**Physical Science**	**3**
EDM 380	*Professional Ed. Seminar*	*0*	*EDM*	*380*	*Professional Ed. Seminar*	*0*
	Total	**15**			**Total**	**15**

Junior Year

First Semester			Second Semester			
ED 352	*Contemp. Teach Methods*	*3*	*ED*	*340*	*Assessment & Evaluation*	*3*
EDA 352	*Contempt. Teach Practicum*	*2*	*ED*	*360*	*Gen. Methods in Secondary Ed*	*3*
POL 230	American Government	3	*EDB*	*352*	*Teaching Practicum*	*1*
TSL 370	*Principles/ Issues ESOL*	*3*	HI	333	European History	3
ED 369	*Content Reading 6-12*	*3*	*ED*	*351*	*Curriculum Design*	*3*
SS 210	Human Geography **or**	3	MAT	390	Math for Teachers#	3
SS 220	Physical Geography		*EDM*	*380*	*Professional Ed. Seminar*	*0*
EDM 380	*Professional Ed. Seminar*	*0*				
	Total	**17**			**Total**	**16**

Senior Year

First Semester					Second Semester	
HI 235	Florida History	3	____	____		
HI 253	Oral History **or**	3	____	____	Free Electives	12
HI 353	Modern Asia		____	____		
HI 335	West Africa **or**	3	____	____		
HI 431	History of Latin America		____	____		
ED 403	*Classroom Management*	*3*	____	____		
EDS 499	*Senior Seminar*	*1*	____	____		
EDM 380	*Professional Ed. Seminar*	*0*	____	____		
	Total	**13**			**Total**	**12**

Effective as of Fall 2009

General Education Courses Are In Bold

All students MUST see an Academic Advisor to review the details of the vertical curriculum and prerequisite requirements.

MARCHING BAND MEMBERS ONLY, MUST substitute PE Activity with MUB110 Marching Band.

ROTC MEMBERS ONLY, substitute PE Activity with MY104 Basic Military Science and MYL104 Basic Military Science Lab. (ROTC)

****Choose ONE from HU231 Ancient to Medieval Humanities, HU232 Renaissance to early Romantic Era Humanities, or HU233 Romanticism to Contemporary Humanities***

MA 131, 132, 134, 135, 390 (taken prior to Fall 2010) will substitute for MAT courses listed above.

SECONDARY EDUCATION MAJORS

Bachelor of Science in Biology Education 6 – 12

The Bachelor of Science in Biology Education is designed for students who plan to teach Biology in grades 6-12.

Admission to the Program

Admission to the program in Biology Education is specified under the admission section for the School of Education.

Major Requirements

The students are required to satisfy General Education requirements, requirements in the School of Education, and requirements in the area of specialization. In addition, students must satisfy all requirements specified by the Florida State Department of Education. A minimum of 127 hours is required. Additional hours may be specified. Students must meet with their academic advisor to ensure proper matriculation and timely program completion.

2010-2011 **School of Education**

Bethune-Cookman University

Biology Education: Total Semester Hours=127

Freshman Year

First Semester				Second Semester			
EN	**131**	**College English I**	**3**	**EN**	**132**	**College English II**	**3**
MAT	**135**	**Pre-Calculus**	**3**	**MAT**	**136**	**Analytical Trigonometry**	**3**
BI	**141**	**General Biology I**	**3**	BI	142	General Biology II	3
BIL	**141**	**General Biology I (Lab)**	**1**	BIL	142	General Biology II (Lab)	1
CH	**141**	**General Chemistry I**	**3**	CH	142	General Chemistry II	3
CHL	**141**	**General Chemistry I (Lab)**	**1**	CHL	142	General Chemistry II (Lab)	1
ED	**110**	**Freshman Seminar I**	**1**	**ED**	**111**	**Freshman Seminar II**	**1**
PE	**____**	**PE Activity***	**1**				
		Total	**16**			**Total**	**15**

Sophomore Year

First Semester				Second Semester			
BI	241	General Zoology I	4	*ED*	*240*	*Educational Technology*	*3*
ED	231	Intro to Education	3	BI	244	Microbiology	4
ML	**131**	**Modern Language**	**3**	**HI**	**130**	**African American History**	**3**
RE	**260**	**Critical Reading**	**3**	**SC**	**230**	**Intro/Oral Communication**	**3**
ESE	*200*	*Survey: ESE*	*3*	*PS*	*236*	*Developmental Psychology*	*3*
EDM	*380*	*Professional Ed. Seminar*	*0*	*EDM*	*380*	*Professional Ed. Seminar*	*0*
		Total	**16**			**Total**	**16**

Summer

HU	**231-233**	**Humanities****	**3**
RP	**230**	**Ethics or**	
RP	**232**	**Modern Philosophy**	**3**
		Total	**6**

Junior Year

First Semester				Second Semester			
PH	241	General Physics I	4	*ED*	*340*	*Assessment & Evaluation*	*3*
ED	*352*	*Contemp. Teach Methods*	*3*	BI	332	Botany II	3
EDA	*352*	*Contemp. Teach Practicum*	*2*	*ED*	*351*	*Curriculum Design*	*3*
BI	331	Botany I	3	*ED*	*369*	*Content Reading 6-12*	*3*
TSL	*370*	*Principles/ Issues ESOL*	*3*	BI	345	Comparative Anatomy	4
EDM	*380*	*Professional Ed. Seminar*	*0*	*EDM*	*380*	*Professional Ed. Seminar*	*0*
		Total	**15**			**Total**	**16**

Senior Year

First Semester				Second Semester			
ED	*403*	*Classroom Management*	*3*	*ED*	*462*	*Student Teaching*	*12*
BI	437	General Ecology	4	*EDX*	*462*	*Student Teaching Seminar*	*0*
BI	499	Senior Seminar	3				
ED	*360*	*Gen. Methods in Secondary Ed*	*3*				
EDB	*352*	*Teaching Practicum*	*1*				
EDP	*499*	*Pre-Student Teaching*	*1*				
EDM	*380*	*Professional Ed. Seminar*	*0*				
		Total	**15**			**Total**	**12**

Students must pass FTCE. GK, PEd, and SAE.

General Education Courses Are In Bold
All students MUST see an Academic Advisor to review the details of the vertical curriculum and prerequisite requirements.
MARCHING BAND MEMBERS ONLY, MUST substitute PE Activity with MUB110 Marching Band.
ROTC MEMBERS ONLY, substitute PE Activity with MY104 Basic Military Science and MYL104 Basic Military Science Lab. (ROTC)
****Choose ONE from HU231 Ancient to Medieval Humanities, HU232 Renaissance to early Romantic Era Humanities, or HU233 Romanticism to Contemporary Humanities***
MA 131, 132, 134, 135, 390 (taken prior to Fall 2010) will substitute for MAT courses listed above.

Bachelor of Science in Business Education 6-12

The Bachelor of Science in Business Education is designed for students who plan to teach Business in grades 6-12.

Admission to the Program

Admission to the program in Business Education is specified under the admission section for the School of Education.

Major Requirements

The students are required to satisfy General Education requirements, requirements in the School of Education, and requirements in the area of specialization. In addition, students must satisfy all requirements specified by the Florida State Department of Education. A minimum of 124 hours is required. Additional hours may be specified. Students must meet with their academic advisor to ensure proper matriculation and timely program completion.

2010-2011 **School of Education**

Bethune-Cookman University

Business Education: Total Semester Hours=124

Freshman Year

First Semester			Second Semester		
EN 131	**College English I**	**3**	**EN 132**	**College English II**	**3**
MAT 134	**College Algebra**	**3**	**MAB 138**	**Business Calculus**	**3**
ML 131	**Modern Language**	**3**	**BI 131**	**General Biology I**	**3**
ITM 100	Essentials of Info. Tech.	1	**BIL 131**	**General Biology I Lab**	**0**
HI 130	**African American History**	**3**	BA 110	Intro/Business	3
ED 110	**Freshman Seminar I-Business**	**1**	ITM 110	Bus. Computer Applications	3
PE ____	**PE Activity***	**1**	**ED 111**	**Freshman Seminar II- Business**	**1**
	Total	**15**		**Total**	**16**

Sophomore Year

First Semester			Second Semester		
ED 231	*Intro to Education*	*3*	*ESE 200*	*Survey: ESE*	*3*
RE 260	**Critical Reading**	**3**	AC 232	Principles of Accounting II	3
BA 232	Macro Economics	3	ACL 232	Principles of Accounting II LAB	1
ITM 200	Business Info. Systems	3	**RP 232**	**Modern Philosophy or**	**3**
AC 231	Principles of Accounting I	3	**RP 230**	**Ethics**	
ACL 231	Principles of Accounting I LAB	1	*PS 236*	*Developmental Psychology*	*3*
BL 230	Leadership & Prof. Development	2	**SC 230**	**Intro/Oral Communication**	**3**
EDM 380	*Professional Ed. Seminar*	*0*	*EDM 380*	*Professional Ed. Seminar*	*0*
	Total	**18**		**Total**	**16**

Junior Year

First Semester			Second Semester		
BA 360	Business Communications	3	*ED 340*	*Assessment & Evaluation*	*3*
BA 360L	Business Communications Lab	0	**HU 231-233**	**Humanities****	**3**
MK 341	**Principles of Marketing or**	**3**	*ED 351*	*Curriculum Design*	*3*
MG 300	Man. & Org. Behavior		**PH 230**	**Physical Science**	**3**
ED 352	*Contemp. Teach Methods*	*3*	IB 350	International Business	3
EDA 352	*Contemp. Teach Practicum*	*2*	*EDM 380*	*Professional Ed. Seminar*	*0*
BA 234	Business Law	3			
TSL 370	*Principles/ Issues ESOL*	*3*			
EDM 380	*Professional Ed. Seminar*	*0*			
	Total	**17**		**Total**	**15**

Senior Year

First Semester			Second Semester		
EDP 499	*Pre-Student Teaching*	*1*	*ED 462*	*Student Teaching*	*12*
EDS 499	*Senior Seminar*	*1*	*EDX 462*	*Student Teaching Seminar*	*0*
ED 360	*Gen. Methods in Secondary Ed*	*3*			
EDB 352	*Teaching Practicum*	*1*			
BE 361	Multimedia Adm. Communications	3			
ED 403	*Classroom Management*	*3*			
ED 369	*Content Reading 6-12*	*3*			
EDM 380	*Professional Ed. Seminar*	*0*			
	Total	**15**		**Total**	**12**

Students must pass FTCE. GK, PEd, and SAE.

General Education Courses Are In Bold
All students MUST see an Academic Advisor to review the details of the vertical curriculum and prerequisite requirements.
MARCHING BAND MEMBERS ONLY, MUST substitute PE Activity with MUB110 Marching Band.
ROTC MEMBERS ONLY, substitute PE Activity with MY104 Basic Military Science and MYL104 Basic Military Science Lab. (ROTC)
****Choose ONE from HU231 Ancient to Medieval Humanities, HU232 Renaissance to early Romantic Era Humanities, or HU233 Romanticism to Contemporary Humanities***
MA 131, 132, 134, 135, 390 (taken prior to Fall 2010) will substitute for MAT courses listed above.

Bachelor of Arts in English Education 6 – 12/ESOL Endorsement

The Bachelor of Arts in English Education is designed for students who plan to teach English in grades 6-12.

Admission to the Program

Admission to the program in English Education is specified under the admission section for the School of Education.

Major Requirements

The students are required to satisfy General Education requirements, requirements in the School of Education, and requirements in the area of specialization. In addition, students must satisfy all requirements specified by the Florida State Department of Education. A minimum of 124 hours is required. Additional hours may be specified. Students must meet with their academic advisor to ensure proper matriculation and timely program completion.

2010-2011 **School of Education**

Bethune-Cookman University

English Education: Total Semester Hours=124

Freshman Year

First Semester			Second Semester			
EN 131	**College English I**	**3**	**EN 132**	**College English II**		**3**
MAT 131	**Math for Liberal Arts**	**3**	**MAT 132**	**College Math**		**3**
ML 131	**Modern Language**	**3**	*ED 240*	*Educational Technology*		*3*
BI 131	**General Biology I**	**3**	**RE 260**	**Critical Reading**		**3**
BIL 131	**General Biology I Lab**	**0**	**PE ____**	**PE Activity***		**1**
HI 130	**African American History**	**3**	**ED 111**	**Freshman Seminar II**		**1**
ED 110	**Freshman Seminar I**	**1**				
	Total	**16**			**Total**	**14**

Sophomore Year

First Semester			Second Semester			
HU 231-233	**Humanities****	**3**	EN 330	Functional Grammar		3
SC 230	**Intro/Oral Communication.**	**3**	EN 240	Advanced Composition		3
PH 230	**Physical Science**	**3**	*PS 236*	*Developmental Psychology*		*3*
EN 141	Literary Genres	3	*ESE 200*	*Survey: ESE*		*3*
RP 232	**Modern Philosophy or**	3	*ED 231*	*Intro/Education*		*3*
RP 230	**Ethics**		*EDM 380*	*Professional Ed. Seminar*		*0*
EDM 380	*Professional Ed. Seminar*	*0*				
	Total	**15**			**Total**	**15**

Junior Year

First Semester			Second Semester			
EN 331	English Literature I	3	*ED 351*	*Curriculum Design*		*3*
TSL 370	*Principles/ Issues ESOL*	*3*	EN 332	English Literature II		3
ED 352	*Contemp. Teach Methods*	*3*	EN 334	American Literature		3
EDA 352	*Contemp. Teach Practicum*	*2*	*ED 369*	*Content Reading 6-12*		*3*
EN 336	Contemporary Literature	3	*ED 340*	*Assessment & Evaluation*		*3*
EN 340	Creative Writing	3	MAT 390	Math for Teachers#		3
EDM 380	*Professional Ed. Seminar*	*0*	*EDM 380*	*Professional Ed. Seminar*		*0*
	Total	**17**			**Total**	**18**

Senior Year

First Semester			Second Semester			
ED 403	*Classroom Management*	*3*	*ED 462*	*Student Teaching*		*12*
ED 360	*Gen. Methods in Secondary Ed*	*3*	*EDX 462*	*Student Teaching Seminar*		*0*
EDB 352	*Teaching Practicum*	*1*				
EDP 499	*Pre-Student Teaching*	*1*			**Total**	**12**
EN 443	Shakespeare I **or**	3				
EN 444	Shakespeare II					
TSL 440	*Methods of Teaching ESOL*	*3*				
EN 499	Senior Seminar/ English	3				
EDM 380	*Professional Ed. Seminar*	*0*				
	Total	**17**				

 # Effective as of Fall 2009

Students must pass FTCE. GK, PEd, and SAE.

~ English Education / ESOL 6-12

General Education Courses Are In Bold

All students MUST see an Academic Advisor to review the details of the vertical curriculum and prerequisite requirements.

MARCHING BAND MEMBERS ONLY, MUST substitute PE Activity with MUB110 Marching Band.

ROTC MEMBERS ONLY, substitute PE Activity with MY104 Basic Military Science and MYL104 Basic Military Science Lab. (ROTC)

****Choose ONE from HU231 Ancient to Medieval Humanities, HU232 Renaissance to early Romantic Era Humanities, or HU233 Romanticism to Contemporary Humanities***

MA 131, 132, 134, 135, 390 (taken prior to Fall 2010) will substitute for MAT courses listed above.

Bachelor of Arts in Music Education K-12

The Bachelor of Arts in Music Education is designed for students who plan to teach Music in grades K-12.

Admission to the Program

Admission to the program in Music Education is specified under the admission section for the School of Education.

Major Requirements

The students are required to satisfy General Education requirements, requirements in the School of Education, and requirements in the area of specialization. In addition, students must satisfy all requirements specified by the Florida State Department of Education. A minimum of 127 hours is required. Additional hours may be specified. Students must meet with their academic advisor to ensure proper matriculation and timely program completion.

2010-2011 **School of Education**

Bethune-Cookman University

Music Education: Total Semester Hours=127

Freshman Year

First Semester			Second Semester		
EN 131	**College English I**	**3**	**EN 132**	**College English II**	**3**
MAT 131	**Math for Liberal Arts**	**3**	**MAT 132**	**College Math**	**3**
ED 110	**Freshman Seminar I**	**1**	**BI 131**	**General Biology I**	**3**
MU 111	Applied Music Major	1	**BIL 131**	**General Biology I Lab**	**0**
MU 133	Computer Applications	3	*PS 236*	*Developmental Psychology*	*3*
MUN 111	Class Voice **or**	1	MU 112	Applied Music Major	1
MUM 111	Class Piano~		MUN 112	Class Voice **or**	1
MU 110	Ensemble	1	MUM 112	Class Piano~	
PE 111-212	**PE Activity***	**1**	MU 214	String Methods	1
HI 130	**African American History**	**3**	MU 110	Ensemble	1
EDM 380	*Professional Ed. Seminar*	*0*	MUAL 100	Fundamentals of Music Lab	0
HUA 180	Humanities Pro. Seminar	0	HUA 180	Humanities Pro. Seminar	0
			ED 111	**Freshman Seminar II**	1
	Total	**17**		**Total**	**17**

Sophomore Year

First Semester			Second Semester		
PH 230	**Physical Science**	**3**	**RP 232**	**Modern Philosophy or**	**3**
SC 230	**Intro/Oral Communication**	**3**	**RP 230**	**Ethics**	
RE 260	**Critical Reading**	**3**	MAT 390	Math for Teachers#	3
MU 231	**Music Theory I & Lab**	**3**	*ED 231*	*Intro/Education*	*3*
MU 211	Applied Music Major	1	*ED 340*	*Assessment & Evaluation*	*3*
ESE 200	*Survey: ESE*	*3*	MU 232	Music Theory II & Lab	3
MU 313	Percussion Methods	1	MU 212	Applied Music Major	1
MU 110	Ensemble	1	HUA 280	Humanities Pro. Seminar	0
HUA 280	Humanities Pro. Seminar	0	*EDM 380*	*Professional Ed. Seminar*	*0*
EDM 380	*Professional Ed. Seminar*	*0*			
	Total	**18**		**Total**	**16**

Junior Year

First Semester			Second Semester		
MU 213	Vocal Methods	1	*ED 360*	*Gen. Methods in Secondary Ed*	*3*
ED 352	*Contemp. Teach Methods*	*3*	*EDB 352*	*Teaching Practicum*	*1*
EDA 352	*Contemp. Teach Practicum*	*2*	MU 369	Music Methods K-12	3
MU 333	Music Theory III & Lab	3	MU 334	Music Theory IV & Lab	3
MU 324	Music History I	3	MU 325	Music History II	3
MU 311	Applied Music Major	1	MU 312	Applied Music Major	1
MU 413	Woodwinds Methods	1	MU 314	Brass Methods	1
MU 436	Conducting	3	HUA 380	Humanities Pro. Seminar	0
HUA 380	Humanities Pro. Seminar	0	*EDM 380*	*Professional Ed. Seminar*	*0*
EDM 380	*Professional Ed. Seminar*	*0*			
	Total	**17**		**Total**	**15**

Senior Year

First Semester			Second Semester		
TSL 370	*Principles/ Issues ESOL*	*3*	*ED 462*	*Student Teaching*	*12*
ED 351	*Curriculum Design*	*3*	*EDX 462*	*Student Teaching Seminar*	*0*
ED 369	*Content Reading*	*3*			
ED 403	*Classroom Management*	*3*		**Total**	**12**
EDP 499	*Pre-Student Teaching*	*1*			
MU 499	Senior Seminar in Music	1			
MU 411	Applied Music (Senior Recital)	1			
HUA 480	Humanities Pro. Seminar	0			
EDM 380	*Professional Ed. Seminar*	*0*			
	Total	**15**			

~ Applied Piano Majors are to take MUM 111/112 Class Voice instead of MUN 111/112 Class Piano

 # Effective as of Fall 2009

Students must pass FTCE. GK, PEd, and SAE.

General Education Courses Are In Bold

All students MUST see an Academic Advisor to review the details of the vertical curriculum and prerequisite requirements.

***MARCHING BAND MEMBERS ONLY, MUST substitute PE Activity with MUB110 Marching Band.**

***ROTC MEMBERS ONLY, substitute PE Activity with MY104 Basic Military Science and MYL104 Basic Military Science Lab. (ROTC)**

MA 131, 132, 134, 135, 390 (taken prior to Fall 2010) will substitute for MAT courses listed above.

Bachelor of Arts in Social Science Education 6 -12

The Bachelor of Arts in Social Science Education is designed for students who plan to teach social science in grades 6-12.

Admission to the Program

Admission to the program in Social Science Education is specified under the admission section for the School of Education.

Major Requirements

The students are required to satisfy General Education requirements, requirements in the School of Education, and requirements in the area of specialization. In addition, students must satisfy all requirements specified by the Florida State Department of Education. A minimum of 122 hours is required. Additional hours may be specified. Students must meet with their academic advisor to ensure proper matriculation and timely program completion.

2010-2011 **School of Education**

Bethune-Cookman University

Social Science Education Program of Study: Total Semester Hours=122

Freshman Year

First Semester				Second Semester			
EN	**131**	**College English I**	**3**	**EN**	**132**	**College English II**	**3**
MAT	**131**	**Math for Liberal Arts**	**3**	**MAT**	**132**	**College Math**	**3**
ML	**131**	**Modern Language**	**3**	HI	131	World History	3
BI	**131**	**General Biology I**	**3**	**RP**	**232**	**Modern Philosophy or**	**3**
BIL	**131**	**General Biology I Lab**	**0**	**RP**	**230**	**Ethics**	
HI	**130**	**African American History**	**3**	**PE**	**____**	**PE Activity***	**1**
ED	**110**	**Freshman Seminar I**	**1**	**HU**	**231-233**	**Humanities****	**3**
				ED	**111**	**Freshman Seminar II**	**1**
		Total	**16**			**Total**	**17**

Sophomore Year

First Semester				Second Semester			
RE	**260**	**Critical Reading**	**3**	*ED*	*231*	*Intro/Education*	*3*
HI	231	U.S. History to 1865	3	*ESE*	*200*	*Survey: ESE*	*3*
ED	*240*	*Educational Technology*	*3*	HI	232	U.S. History to 1865	3
BA	231	Micro Economics I	3	*PS*	*236*	*Developmental Psychology*	*3*
SC	**230**	**Intro/Oral Communication**	**3**	**PH**	**230**	**Physical Science**	**3**
EDM	*380*	*Professional Ed. Seminar*	*0*	*EDM*	*380*	*Professional Ed. Seminar*	*0*
		Total	**15**			**Total**	**15**

Junior Year

First Semester				Second Semester			
ED	*352*	*Contemp. Teach Methods*	*3*	*ED*	*340*	*Assessment & Evaluation*	*3*
EDA	*352*	*Contempt. Teach Practicum*	*2*	*ED*	*360*	*Gen. Methods in Secondary Ed*	*3*
POL	230	American Government	3	*EDB*	*352*	*Teaching Practicum*	*1*
TSL	*370*	*Principles/ Issues ESOL*	*3*	HI	333	European History	3
ED	*369*	*Content Reading 6-12*	*3*	*ED*	*351*	*Curriculum Design*	*3*
SS	210	Human Geography **or**	3	MA	390	Math for Teachers#	3
SS	220	Physical Geography		*EDM*	*380*	*Professional Ed. Seminar*	*0*
EDM	*380*	*Professional Ed. Seminar*	*0*				
		Total	**17**			**Total**	**16**

Senior Year

First Semester				Second Semester			
HI	235	Florida History	3	*ED*	*462*	*Student Teaching*	*12*
HI	253	Oral History **or**	3	*EDX*	*462*	*Student Teaching Seminar*	*0*
HI	353	Modern Asia					
HI	335	West Africa **or**	3			**Total**	**12**
HI	431	History of Latin America					
ED	*403*	*Classroom Management*	*3*				
EDP	*499*	*Pre-Student Teaching*	*1*				
EDS	*499*	*Senior Seminar*	*1*				
EDM	*380*	*Professional Ed. Seminar*	*0*				
		Total	**14**				

 # Effective as of Fall 2009

Students must pass FTCE. GK, PEd, and SAE.

General Education Courses Are In Bold

All students MUST see an Academic Advisor to review the details of the vertical curriculum and prerequisite requirements.

MARCHING BAND MEMBERS ONLY, MUST substitute PE Activity with MUB110 Marching Band.

ROTC MEMBERS ONLY, substitute PE Activity with MY104 Basic Military Science and MYL104 Basic Military Science Lab. (ROTC)

****Choose ONE from HU231 Ancient to Medieval Humanities, HU232 Renaissance to early Romantic Era Humanities, or HU233 Romanticism to Contemporary Humanities***

MA 131, 132, 134, 135, 390 (taken prior to Fall 2010) will substitute for MAT courses listed above.

SCHOOL OF NURSING

When Bethune-Cookman's nursing program was founded in 1978, it became only the second nursing program to be established at a minority institution in the state of Florida. In 1997, the nursing program became the School of Nursing. The University's School of Nursing is approved by the Florida State Board of Nursing and is 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 in 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, 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).

Philosophy of the School of Nursing

The philosophy of the School of Nursing emerges from and is consistent with the mission of the University. The university mission includes a dedication to leadership and service to others. Subsequently, faculty and staff are committed to making higher education in nursing accessible to a diverse student body, both traditional and nontraditional. The faculty believes that the purpose of baccalaureate education is to educate men and women as beginning practitioners who are qualified for leadership roles in the practice of their profession and are prepared to serve the communities in which they live.

Central to the philosophy of the School of Nursing are the definitions that follow:

Health

Health is viewed by the faculty as a dynamic state of being that exists on a continuum from optimal wellness to illness and death. Changes on this continuum are influenced and, in fact,

may be caused by internal and external environmental stressors. Health is an essential element for effective adaptation and growth in a changing environment, an environment which is influenced by health beliefs, culture, genetic disposition, and individual behavior. A state of health exists when a person functions as an integrated whole, living and interacting with environments in a productive manner. Movement on the health-illness continuum depends on the severity of stressors, the adaptive mechanisms of the person, and the accessibility to quality health care services. Furthermore, it suggests a harmonious development and preservation of physical functioning; a balance in the ability to gain support from and give support to others, and a fulfillment of perfect trust in a higher power, and a sharing of this trust with mankind.

The wellness-illness continuum is dynamic, indicating that a person's health status can move from one level to another. The ultimate goal is achieving an optimal level of health. The levels of functioning will vary according to the individual's state of health and the developmental level. When the usual adaptive abilities are inadequate, the individual moves on the wellness-illness continuum towards a lower level of functioning.

Environment

Environment is the sum of all external and internal conditions affecting the life and development of an individual. This includes the physical and nonphysical environment (temperature, water, air, food, workplaces, cultural/ethnic beliefs, values, attitudes, religion, community relationships, etc.). All aspects of environment interact and influence the person's unique response to illness.

Nursing

The faculty in the School of Nursing regards nursing as a unique profession that is concerned with all the variables affecting a client's health (physically, psychologically, and spiritually). The goal of nursing is to form therapeutic partnerships with the client, family, community, and other health care providers to improve, maintain, or restore health.

This goal is implemented throughout the framework of the nursing process and interdisciplinary care plans. The expected outcome is optimal health that adds to the value of life and quality care that is cost effective.

As an interdisciplinary profession, nursing influences and is influenced by internal and external forces which must be considered while working to maintain, promote, and restore health.

Client

The faculty in the School of Nursing views the client as a holistic being who, as an individual and a member of society, has rights, choices, and responsibilities. To promote these attributes, an interactive and collaborative relationship between the client and the client's health care providers must be facilitated.

In accordance with the Christian belief, faculty members in the School of Nursing strive to instill spiritual growth by nurturing a continuous understanding and appreciation of the ecumenical tradition of Bethune-Cookman University. These beliefs and values of religious culture are manifested by demonstrating understanding, acceptance, and love toward all mankind.

Furthermore, the faculty believes that the client may be an individual, family, group, or community and that these ought to be an interactive and collaborative relationship with clients at all times. In order to insure this relationship, the faculty is committed to preparing, caring, and competent nurses who respect and value differences in others, engage in critical thinking, provide therapeutic interventions, communicate effectively, and demonstrate professionalism at all times

Professionalism

The faculty defines professionalism as an outcome of professional behavior demonstrated by the baccalaureate prepared nurse's ability to synthesize specialized and abstract knowledge, adhere to standards of competence, and believe in a commitment to public service. Students learn that nursing practice is autonomous, self-regulated through professional organizations and agencies, and is guided by a code of ethics.

Nursing Education

Nursing education is a dynamic process by which a person adopts or establishes values, develops the ability to think critically and assimilates knowledge and skills, which will help others to achieve optimal health. Nursing education is an integration of the teaching and learning process. The learning process is self-directed and requires active participation. It is effectively accomplished by an orderly sequencing of learning experiences which incorporate the student's cognitive, affective, and psychomotor domains.

The teaching process helps the student acquire values, knowledge and skills. This process is enhanced by the teacher's ability to synthesize, evaluate, coordinate, and serve as a catalyst in the learning process.

Research

Research and scholarly activities are essential components to the mission of Bethune-Cookman University. Therefore, Bethune-Cookman University's School of Nursing faculty members are encouraged to take an active part in the development and improvement of research. The primary focus research should be directed towards the solution of problems and the development of knowledge and technology essential to the improvement of the quality of life.

Commitment to Diversity

B-CU serves a diverse student population from city, state, national and international communities. Faculty in the School of Nursing shares a commitment to the value of incorporating diversity in its programs and services because of a belief that diversity contributes to the quality and relevance of the educational experience.

Nursing B.S.N.

PROGRAM STUDENT LEARNING OUTCOMES (PSLO):

PSLO 1: Safe and Effective Care Environment: The novice nurse will promote achievement of client outcomes by providing and directing nursing care that enhances the care delivery setting in order to protect clients, family, significant other, and other health care personnel.

PSLO 2: Health Promotion and Maintenance: The novice nurse will provide and direct the nursing care of the client and family/significant others to incorporate the knowledge of expected growth and development principles; prevention and/or early detection of health problems and strategies to achieve optimal health are also goals.

PSLO 3: Psychosocial Integrity: The novice nurse will provide and direct nursing care that respects human differences and commonalities in the area of physical, emotional, mental, and social well-being of the client and family/significant others.

PSLO 4: Physiological Integrity: The novice nurse promotes achievement of client outcomes by providing and directing nursing care that enhances the care delivery in order to promote self-care and responsibility in clients, family/significant others and other health care personnel through clinical practice in a variety of settings.

ADMISSION REQUIREMENTS GENERIC PROGRAM

Students are admitted to the School of Nursing at the beginning of the spring or fall semester of their sophomore year, after completion of all pre nursing curriculum courses. Enrollment may be limited by the number of physical and clinical facilities that are available for comprehensive learning environments. Consideration will be given only to applicants who meet or exceed the requirements listed in the Academic Catalog and in the School of Nursing Student Handbook.

Credit received on the basis of CLEP examinations or equivalent transfer credit from another educational institution may be included as part of these requirements. Nursing transfer credits in the generic BSN program are not accepted from other institutions.

The following requirements are part of the process used to determine eligibility for admission to the School of Nursing:

1. Students must demonstrate appropriate communication and mathematical skills as part of the University's General Education competencies as described in the Bethune-Cookman University Academic Catalog.
2. Completion of the Pre-Nursing Major Prerequisites (lower division courses) with a minimum 2.80 overall, cumulative grade-point-average (GPA) and a minimum 2.50 GPA in support courses (totaling 24 semester credit hours) in the following areas:
    - Anatomy and Physiology I and II
    - General Biology
    - Mathematics
    - Psychology (General and Developmental)
    - Nutrition
3. Courses designated as support and natural science courses may not be repeated more than once to achieve a minimum passing grade of "C".
4. No more than two (2) of the support courses may be repeated. Support courses are designated by asterisk in the Nursing Vertical Curriculum.
5. Students must take and pass a Nursing Admission Examination (NAE). The student must achieve a passing score as designated by the Bethune-Cookman University School of Nursing. The NAE will be administered as a proctored examination after an initial screening evaluation of applicants completed admission packets. The fee for the examination is separate and students are responsible for paying for the exam. The approximate cost is estimated to be between $50.00 to $70.00. Students will have two attempts to obtain the minimum passing score.
6. A physical examination is required from a qualified physician or advanced health care practitioner as defined in the School of Nursing Student Handbook. Proof of an up to date and complete immunization record must be submitted at the time of application.

7) Two letters of personal reference are required. Sources of references may include an employer, advisor teacher, professor, counselor or community leader.

8) Applicants must have a current Healthcare Provider Cardio-Pulmonary Resuscitation (CPR) card.

Background Check Policy

Bethune-Cookman University 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 University 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.

Major Requirements

Prerequisites 60 hours (including General Education)

Nursing 68 hours

RN-BSN Program

Within the bachelor's degree program there is a specifically designated for Registered Nurses who practice in the State of Florida to enroll in the RN-BSN program. Registered nurses with an Associate of Arts degree, Associate of Science, 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, 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 co requisite 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 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 must pass progression examinations that are part of the core curriculum with the scores indicated on the Bethune Cookman University ATI Outcomes and Assessment Policy. These policies are found in the syllabi for all courses.

4) 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. In such cases, the students must 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.

5) Failure in a course that was repeated constitutes a second failure in a nursing course and the student will be dismissed 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 University School of Nursing.

6) A comprehensive exit examination is required at Bethune-Cookman University. 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 RN Unproctored and Proctored Comprehensive Exit Exam. Failure in NU 450 Comprehensive Review II constitutes failure of a nursing course.

   There are two examinations that are given in NU 450. There is a non-proctored examination that consists of 180 questions. Students are permitted to take up to 500 minutes per examination. Multiple retakes are permitted. The student must achieve 90% prior to taking the RN Comprehensive Exit Proctored Examination.

   The RN Comprehensive Exit Examination is proctored. The student will receive 180 questions and will have 180 minutes to complete the exam. The student must achieve a 95% predicted probability of passing NCLEX score. This score is required to pass NU 450 and progress to graduation. The student may retake the examination up to three times. Students must demonstrate remediation before any retakes will be allowed. Students not scoring a 95% predicted probability of passing NCLEX score by the end of NU 450 will not be allowed to graduate. Focused remedial work will be assigned to help the student achieve a passing NCLEX score.

7) The School of Nursing adheres to all general requirements and procedures of the University 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 also an important measure of student mastery of classroom content and clinical experiences. These special requirements are defined in the School of Nursing Student Handbook.

2010-2011 **School of Nursing**

Bethune-Cookman University

Pre-Nursing: Total Semester Hours=128

Freshman Year

First Semester			Second Semester			
EN 131	College English I	3	EN	132	College English II	3
MAT 131	Math for Liberal Arts***	3	MAT	132	College Math II***	3
NU 110	Freshman Seminar I	1	NU	111	Freshman Seminar II	1
BI 141	General Biology I***	3	BI	235	Anatomy and Physiology I***	4
PS 230	Intro to Psychology***	3	RE	260	Critical Reading	3
PE ____	Physical Education Activity*	1				
	Total	**14**			**Total**	**14**

Sophomore Year

First Semester			Admission process to enter the School of Nursing as a Nursing Major
SC 230	Intro/Effective Oral Comm.	3	
BI 236	Anatomy and Physiology II***	4	
PS 236	Human Growth***	3	
BI 244	Microbiology***	4	
HU 230	Humanities (required)**	3	
	Total	**17**	

All students MUST see an Academic Advisor to review the details of the vertical curriculum and prerequisite requirements.

****MARCHING BAND MEMBERS ONLY, MUST substitute PE Activity with MUB 110 Marching Band.***

****ROTC MEMBERS ONLY, substitute PE Activity with MY 104 Basic Military Science and MYL 104 Basic Military Science Lab. (ROTC)***

***** Choose ONE from HU 231 Ancient to Medieval Humanities, HU 232 Renaissance to early Romantic Era Humanities, or HU 233 Romanticism to Contemporary Humanities.***

******Support courses for the School of Nursing. Please see admisssion requirements.***

2010-2011 **School of Nursing**

Bethune-Cookman University

Nursing: Total Semester Hours=128

Sophomore Year
Cohort One (Fall Admission)

Fall Semester			Spring Semester			
NU 279	Nutrition for Nursing	3	NU	284	Care of the Emerging Family	6
NU 281	Fundamentals of Nursing	6	NU	285	Pharmacology	3
NU 282	Health Assessment	3				
NU 283	Nursing Concepts	3				
	Total	**15**			**Total**	**9**

Sophomore Year
Cohort Two (Spring Admission)

Spring Semester			Summer Semester			
NU 279	Nutrition for Nursing	3	NU	284	Care of the Emerging Family	6
NU 281	Fundamentals of Nursing	6	NU	285	Pharmacology	3
NU 282	Health Assessment	3				
NU 283	Nursing Concepts	3				
	Total	**15**			**Total**	**9**

Junior Year
Both Cohorts

First Semester (Fall)			Second Semester (Spring)			
NU 303	Adult Health I	6	NU	305	Adult Health II	6
BI 303	Pathophysiology	3	BI	304	Pathophysiology	3
RP 230	Ethics	3	HI	130	Afro-American History	3
	Total	**12**			**Total**	**12**

Summer Semester

			NU	307	Child Health	6
					Total	**6**

Senior Year
Both Cohorts

First Semester (Fall)			Second Semester (Spring)			
NU 403	Psych & Mental Health	6	NU	407	Adult Health III	6
NU 405	Community Health	6	NU	433	Leadership & Management	3
NU 406	Nursing Research	3	NU	499	Nursing Seminar	3
NU 449	Comprehensive Review I	1	NU	450	Comprehensive Review II	1
	Total	**16**			**Total**	**13**

All students MUST see an Academic Advisor to review the details of the vertical curriculum and prerequisite requirements.
MARCHING BAND MEMBERS ONLY, MUST substitute PE Activity with MUB 110 Marching Band.
ROTC MEMBERS ONLY, substitute PE Activity with MY 104 Basic Military Science and MYL 104 Basic Military Science Lab. (ROTC)
*** Choose ONE from HU 231 Ancient to Medieval Humanities, HU 232 Renaissance to early Romantic Era Humanities, or HU 233 Romanticism to Contemporary Humanities.***
****Support courses for the School of Nursing. Please see admisssion requirements.***

COURSE DESCRIPTIONS FOR NURSING

NU 279 - Nutrition for Nursing 3 semester hours
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 throughout the life-cycle will be addressed. Identification of the role of nutrition and chronic disease, and the nurse's involvement in assessment, screening and prevention is the focus of the course.

NU 281 - Fundamentals of Nursing 6 semester hours
Prerequisites: Acceptance into the Nursing Program. This theory/laboratory course focuses on the development of fundamental clinical skills in nursing. Scientific principles which guide nursing practice are an integral part of the content and form 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 understand the 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
Prerequisites: Acceptance into the Nursing Program. A theory/laboratory course which focuses on developing skills in performing a physiological and psychosocial assessment of individuals across the life span. Fundamental health assessment skills are introduced and practiced in the clinical laboratory setting on campus and applied in all clinical settings.

NU 282 - Health Assessment (RN-BSN students) 3 semester hours
A theory/laboratory course which focuses on developing skills needed to perform a physiological and psychosocial assessment of individuals across the life span. Fundamental health assessment skills are introduced and practiced in the clinical laboratory setting on campus and applied in all clinical settings. This course prepares the registered nurse in the efficient use of assessment techniques.

NU 283 - Nursing Concepts 3 semester hours
Prerequisites: Acceptance into the Nursing Program. This is a theory based course that introduces the major concepts of nursing based on the philosophy of the Bethune-Cookman University School of Nursing. 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) 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 found in a variety of clinical settings. (RN-BSN Students)

NU 284 - Care of the Emerging Family 6 semester hours
Prerequisites: NU281, NU282, NU283. 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, and 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 relationships 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 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
Prerequisites: NU281, NU282, NU283. 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 principles, and actions of drug agents are integrated within the nursing process to facilitate the students' learning in the clinical environment

NU 303 - Adult Health I 6 semester hours
Prerequisites:NU284, NU285. 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 critical thinking skills to provide 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
Prerequisites NU303, BI303 This is the second in a series of theory/clinical course. Focus is on the role and responsibilities of the nurse in caring for adults who are experiencing acute/chronic alterations 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 to provide nursing care. 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
Prerequisites: NU305, BI304**.** A theory/clinical course, focuses on the role and responsibilities of the nurse in caring for the pediatric client and family. 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. Students are given the opportunity to utilize the critical thinking approach to the nursing process in order to plan, implement, and evaluate the care of hospitalized children and their families as well as the care of the children and families in community settings.

NU 395 - Developmental Survey I 3 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 junior level theory and clinical practice. It is a review course that enhances students' knowledge of didactic theory and clinical practice related to the 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's 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 395 - Developmental Survey I (RN-BSN) 9 semester hours
This course is for registered nurses. It provides the opportunity to ensure that the student is competent in all aspects of junior theory and practice. It enhances 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. The student will develop a portfolio that reflects specific criteria necessary to support the competency and abilities of the student. The portfolio will be submitted to faculty for review.

NU 403 - Psychiatric-Mental Health 6 semester hours
Prerequisites: NU307. 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
Prerequisites: NU307. This theory/clinical course provides students with the knowledge needed 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 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 405 - Community Health (RN-BSN) 6 semester hours
This theory/clinical course provides students with the knowledge needed to help 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 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
Prerequisites: NU307. 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 406 - Nursing Research (RN-BSN) 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
Prerequisites: NU305. This is the third in a series of theory/clinical courses 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
Prerequisites:NU403, NU405, NU406, NU449. 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.

NU 433 - Leadership & Management (RN-BSN) 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: health care systems, organizational designs and governance, roles and relationships, quality improvement and cost containment, change theory and agent, and ethical practice and legal responsibilities

NU 449 - Comprehensive Review I 1 semester hour
Prerequisites: NU303, NU305, NU307. 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
Prerequisites: NU449. 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 450 - Comprehensive Review II (RN-BSN) 1 semester hour
This comprehensive review course is specific to the registered nurse student. During this course, students will identify their areas of strength as well as specific content areas which they would like to explore in nursing. The goal of this section is to focus on the professional nurses' autonomy and ability to guide patient care to diverse populations covering the life span.

NU 495 - Developmental Survey II 3 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 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 the student's 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 495 - Developmental Survey II (RN-BSN) 8 semester hours
This course is required for all students who are 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. Several methods of evaluation are used to assess student mastery of content covered in the class and clinical settings. An individualized written plan and professional direction will complete the portfolio.

NU 499 - Nursing Seminar (RN-BSN) 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.

NU 499 - Seminar in Nursing 3 semester hours
Prerequisites: NU406. 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.

SCHOOL OF SCIENCE, ENGINEERING, AND MATHEMATICS

The School of Science, Engineering and Mathematics (SSEM) offers majors which provide professional and pre-professional training to undergraduate students in the natural sciences, engineering and mathematics, which facilitate entrance into the job market or graduate and professional schools. The SSEM endeavors to provide its undergraduate students with research opportunities in modern fields as well as opportunities to use their skills in service to the community.

The SSEM also provides service and support courses for the fulfillment of the science and mathematics requirements of the General Education Program.

OBJECTIVES:

1. To provide specialized training for students in the Science, Technology, Engineering and Mathematics (STEM) fields.
2. To produce graduates who are prepared for entrance into graduate and professional schools or STEM related careers.
3. To produce graduates with the ability to impart discipline-specific knowledge.
4. To produce graduates with the ability to utilize current technology to address STEM related issues.
5. To produce graduates with experience in STEM research.

PROGRAM STUDENT LEARNING OUTCOMES (PSLO):

1. Students will demonstrate critical thinking skills when addressing STEM-related problems.
2. Students will apply STEM knowledge, skills and methods to address real world problems.
3. Students will demonstrate knowledge of complex systems in their respective areas of study.
4. Students will engage in STEM projects that represent a value-centered, ethical approach to issues that impact diverse global cultures.

OFFERINGS

1. Degree of Bachelor of Science in the following areas:
   Biology
   Chemistry
   Computer Engineering
   Computer Information Systems
   Computer Science

Integrated Environmental Science
Mathematics

2. Minors in the following areas in conjunction with the Bachelor of Science degree:
   Biology
   Chemistry
   Computer Information Systems
   Computer Science
   Integrated Environmental Sciences
   Mathematics
   Physics

3. Pre-professional training in the following areas in conjunction with a bachelor's degree:
   Pre-Chiropractic
   Pre-Dentistry
   Pre-Engineering
   Pre-Medicine
   Pre-Optometry
   Pre-Pharmacy
   Pre-Veterinary Medicine

ADMISSION REQUIREMENTS

Completion of requirements for General Education as identified in the undergraduate catalog. A cumulative grade point average of 2.0.

GENERAL REQUIREMENTS

The requirements and objectives, which are discussed in this section, apply to the school as a whole. Departmental requirements are given with the major area offerings.

The following courses or their equivalents are required of all science and mathematics majors (specific exceptions are listed under each major):

- BI 141 General Biology I and Lab 4 hours
- BI 142 General Biology II and Lab 4 hours
- CH 141General Chemistry I and Lab 4 hours
- CH 142 General Chemistry II and Lab 4 hours
- ES 110 Freshman Seminar I 1 hour
- ES 111 Freshman Seminar II 1 hour
- MAT 135 Pre-Calculus 3 hours
- MAT 136 Analytic Trigonometry 3 hours
- MAT 241 Calculus w/Anal. Geom. I and Lab 4 hours

- MAT 241 Calculus w/Anal. Geom. II and Lab 4 hours
- PH 251 College Physics I and Lab 4 hours
- PH 252 College Physics II and Lab 4 hours

The science and mathematics courses may be waived when other courses within those subjects are required for the major. Science and mathematics majors may substitute MA 241 for MA 135 and MA 136, provided they score within the range required on the mathematics placement 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 computer 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 systems majors.

No student is permitted to continue as a SSEM major 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 covering the major subject areas of their major and complete a senior level research paper.

DEPARTMENT OF BIOLOGY

The Department of Biology offers degree programs leading to the Bachelor of Science in Biology. The department also offers a minor in biology, and pre-professional training for entry into schools of medicine, dentistry, veterinary science, chiropractic, and pharmacy. For more information about the minor or pre-professional training see the Department Chair.

PROGRAM STUDENT LEARNING OUTCOMES (PSLO)

Following the completion of a major in Biology, students will demonstrate:

1. Knowledge of the investigative processes of science.
2. Knowledge of the interaction of science, technology, and society, including ethical, legal, and social issues.
3. Knowledge of the chemical processes of living things.
4. Knowledge of the interaction of cell structure and function.
5. Knowledge of genetic principles, processes, and applications.
6. Knowledge of the structural and functional diversity of viruses and prokaryotic organisms.
7. Knowledge of the structural and functional diversity of protists, fungi, and plants.
8. Knowledge of the structural and functional diversity of animals.
9. Knowledge of ecological principles and processes.
10. Knowledge of evolutionary mechanisms.

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 Bachelor of Science degree, the student will have met the minimum Major Requirements for admission to graduate and professional schools. Students planning to enter graduate school 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 that are designated general education courses and 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 from courses taken previously.

Course Requirements

Refer to the vertical curriculum for additional course requirements.

2010-2011 **School of Science, Engineering, and Mathematics**

Bethune-Cookman University

Biology: Total Semester Hours=126

Freshman Year

First Semester			Second Semester			
EN 131	**College English I**	**3**	**EN**	**132**	**College English II**	**3**
MAT 135	**Pre Calculus**	**3**	**MAT**	**136**	**Analytical Trigonometry**	**3**
ES 110	**Freshman Seminar I**	**1**	**ES**	**111**	**Freshman Seminar II**	**1**
BI 141	**General Biology I**	**3**	**BI**	**142**	**General Biology II**	**3**
BIL 141	**General Biology I Lab**	**1**	**BIL**	**142**	**General Biology II Lab**	**1**
CH 141	**General Chemistry I**	**3**	**CH**	**142**	**General Chemistry II**	**3**
CHL 141	**General Chemistry I Lab**	**1**	**CHL**	**142**	**General Chemistry II Lab**	**1**
PE ____	**Physical Ed. Activity***	**1**				
	Total	**16**			**Total**	**15**

Sophomore Year

First Semester			Second Semester			
RE 260	**Critical Reading**	**3**	**SC**	**230**	**Intro/Oral Communication**	**3**
BI 241	General Zoology	4	**HU**	**____**	**Humanities****	**3**
BIL 241	General Zoology Lab	0	CH	242	Organic Chemistry II	4
HI 130	**African American History**	**3**	CHL	242	Organic Chemistry II Lab	0
MAT 241	Calculus I	4	**ML**	**131**	**Modern Language**	**3**
MATL 241	Calculus I Lab	0	BI	244	Microbiology	4
CH 241	Organic Chemistry I	4	BIL	244	Microbiology Lab	0
CHL 241	Organic Chemistry I Lab	0				
	Total	**18**			**Total**	**17**

Junior Year

First Semester			Second Semester			
BI 345	Comparative Vertebrate Anatomy	4	PH	242	General Physics II	4
BIL 345	Comparative Vertebrate Anatomy Lab	0	PHL	242	General Physics II Lab	0
CH 445	Biochemistry I	4	BI	332	Botany II	3
CHL 445	Biochemistry I Lab	0	BIL	332	Botany II Lab	0
BI 331	Botany I	3	RP	____	RP Elective (200-300 Level)	3
BIL 331	Botany I Lab	0	BI	346	Vertebrate Embryology	4
PH 241	General Physics I	4	BIL	346	Vertebrate Embryology Lab	0
PHL 241	General Physics I Lab	0	MAT	260	Practical Statistics	3
	Total	**15**			**Total**	**17**

Senior Year

First Semester			Second Semester			
PS 230	Intro to Psychology (Elective)	3	BI	412	Seminar in Biology	1
BI 447	Genetics	4	BI	450	Cell Biology	4
BIL 447	Genetics Lab	0	BIL	450	Cell Biology Lab	0
BI 340	Molecular Biology	4	BI	499	Senior Seminar	3
BIL 340	Molecular Biology Lab	0	BI	____	Elective	4
BI ____	Elective	4				
BI 411	Seminar in Biology	1				
	Total	**16**			**Total**	**12**

General Education Courses are in Bold.

All students MUST see an Academic Advisor to review the details of the vertical curriculum and prerequisite requirements.

MARCHING BAND MEMBERS ONLY, MUST substitute PE Activity with MUB 110 Marching Band.

ROTC MEMBERS ONLY, substitute PE Activity with MY 104 Basic Military Science and MYL 104 Basic Military Science Lab. (ROTC)

*** Choose ONE from HU 231 Ancient to Medieval Humanities, HU 232 Renaissance to early Romantic Era Humanities, or HU 233 Romanticism to Contemporary Humanities.***

COURSE DESCRIPTIONS FOR BIOLOGY

BI 131 - General Biology (General Education Requirement) 3 semester hours
Co-requisite: BIL 131. 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. Lectures two hours and laboratory two hours per week.

BI 141 - General Biology I (For Science Majors) 3 semester hours
Co-requisite: BIL 141. First of a two-course sequence. Course is 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.

BIL 141 - General Biology Laboratory 1 semester hour
Co-requisite: BI 141. Laboratory experiments and demonstrations related to material presented in BI 141. Laboratory three hours per week.

BI 142 - General Biology II (For Science Majors) 3 semester hours
Pre-requisite: BI 141. Co-requisite: BIL 142. 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.

BIL 142 - General Biology Laboratory 1 semester hour
Co-requisite: BI 142. Laboratory experiments and demonstrations related to material presented in BI 142. Laboratory three hours per week.

BI 150 - General Biology, Honors 3 semester hours
Co-requisite: BIL 151. A course that is designed specifically for honors students who are not science majors. The goal of this course is to introduce modern biological principles and to 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 and laboratory, 2 hours.

BI 235 - Anatomy and Physiology 4 semester hours
Prerequisites: BI 141 and 142, CH 141. Co-requisites: BIL 235. A study of the structure and function of the human body. It includes a study of cells, tissues, the skeletal system, the muscular system, the nervous system, and the special senses. Anatomy and physiology is presented as one integrated subject with laboratory exercises and demonstrations related to material presented. Lecture three hours and laboratory 3 hours per week.

BIL 235 - Anatomy and Physiology I laboratory 1 semester hour
Co-requisite: BI 235 in BI 235. Laboratory 3 hours per week.

BI 236 Anatomy and Physiology 4 semester hours
Prerequisites: BI 141 and 142, CH 141, BI 235. Co-requisites: BIL 236. 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. Some attention to pathology is included. Anatomy and physiology is presented as one integrated subject with laboratory exercises and demonstrations related to material presented. Lecture three hours and laboratory 3 hours per week.

BI 241 - General Zoology I 4 semester hours
Prerequisites: BI 141 and 142.Co-requisites: BIL 241. Introduction to the principles of biology with special reference to structure, body functions, natural history, classification, and evolution of the invertebrate animals. A lecture/laboratory course. Lecture 3 hours, laboratory 3 hours per week.

BI 242 - General Zoology II 4 semester hours
Prerequisite: BI 241.Co-requisite: BIL 242. An introduction to vertebrate zoology. Structure, body functions, natural history, classification and evolution of the vertebrate animals will be covered. Lecture 3 hours, laboratory 3 hours per week.

BI 244 - Microbiology 4 semester hours
Prerequisites: BI 142, CH 141, or approval of the instructor. Co-requisite: BIL 244
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 3 hours, laboratory 3 hours per week.

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 disease state of cells, tissues and organs, compared to their normal functions.

BI 330 - Bioinformatics 3 semester hours
Prerequisites BI 141 and BI 142, MAT 135, CS 132 or 133 or demonstration of equivalent computer literacy. The student must know how to use computers running either Windows or UNIX, and how to access and use the Internet for searching and research. Acceptable computer competency is subject to instructor approval. This junior level course is designed to teach the principles of data types, data storage, data mining and their applications to computational biology and the flow of bio-information as envisioned in the Central Dogma of molecular biology.

BI 331 - Botany I 3 semester hours
Prerequisites: BI 141, 142, CH 141, CH 142 or approval of the instructor. Co-requisites: BIL 331L. Study of nonvascular and vascular plants with emphasis on their structure, reproduction and phylogenetic relationships. A lecture/laboratory course. Lecture 2 hours, laboratory 2 hours per week.

BI 332 - Botany II **3 semester hours**
Prerequisite: BI 331 and CH 241 or approval of the instructor. Co-requisite: BIL 332L. 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 2 hours, laboratory 2 hours per week.

BI 340 - Molecular Biology **4 semester hours**
Prerequisites: BI 241, 244, CH 241 or approval of instructor. Co-requisites: BIL 340L. A lecture/laboratory course, 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. Lecture 3 hours, laboratory 3 hours per week.

BI 345 - Comparative Vertebrate Anatomy **4 semester hours**
Prerequisite: BI 241-242 or approval of the instructor. Co-requisite: BIL 345L.A comparative study of the structure and evolution of organ systems in the different vertebrate groups. Representative forms are studied in the laboratory. Lecture 3 hours, laboratory 3 hours per week.

BI 346 - Vertebrate Embryology **4 semester hours**
Prerequisites: BI 141-142, CH 241 or approval of the instructor. Co-requisites: BIL 346L.
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 3 hours, laboratory 3 hours per week.

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 **3-6 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 **1-3 semester hours**
Prerequisite: Approval of instructor. Student presentations and discussion on special topics in biology. Theme varies from year to year in areas such as developmental biology, cell biology, animal physiology, genetics and biochemistry.

BI 437 - General Ecology **4 semester hours**
Prerequisites: BI 141 and 142, CH 242 or approval of the instructor. Co-requisites: BIL 437L. A lecture/laboratory/field 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 3 hours, laboratory 3 hours per week.

BI 440 - Research 3-6 semester hours
Prerequisite: Approval of Department Chair/ Advisor. Research on a departmentally approved topic or project conducted either in collaboration with university faculty or external mentor.

BI 446 - Animal Physiology 4 semester hours
Prerequisites: BI 142, CH 242. Prerequisites: BIL 446LA 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 3 hours, laboratory 3 hours per week.

BI 447 - Genetics 4 semester hours
Prerequisite: BI 142, CH 241 or approval of the instructor. Co-requisites: BIL 447L. 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 3 hours, laboratory 3 hours per week.

BI 449 - General Bacteriology 4 semester hours
Prerequisites: BI 141, 142 and CH 242 or approval of the instructor. Co-requisite: BIL 449L. 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 per week.

BI 450 - Cell Biology 4 semester hours
Prerequisites: BI 142, 241; CH 241, or approval of instructor. Co-requisite: BIL 450L. 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 3 hours, laboratory 3 hours per week.

BI 499 - Senior Seminar 3 semester hours
Pre-requisites: Senior status, permission of the advisor. 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.

DEPARTMENT OF CHEMISTRY

The Department of Chemistry offers degree programs leading to the Bachelor of Science in Chemistry. The department also offers a minor in chemistry ,and pre professional training for entry into schools of medicine, dentistry, veterinary science, chiropractic, optometry, and pharmacy. A minor in chemistry is also offered (see the Department Chair for additional information about the minor).

PROGRAM STUDENT LEARNING OUTCOMES (PSLO)

Following completion of the major in Chemistry students will demonstrate the following:

1. Knowledge of measurement and chemical calculations.
2. Knowledge of chemical nomenclature, bonding, stoichiometry, equations and reactions.
3. Knowledge of atomic structure, periodicity, molecular structure and chemical spectroscopy
4. Knowledge of solutions, gases and chemical equilibrium.
5. Knowledge of kinetics, thermodynamics, electrochemistry and radiation chemistry.
6. Knowledge of analytical techniques and applications
7. Knowledge of the stereochemistry, and chemistry of organic molecules
8. Knowledge of the structure- function relationship of bio-molecules
9. Knowledge of biochemical pathways, correlation of chemical processes of living system, and regulation.
10. Experience in investigative research.

Bachelor of Science in Chemistry

The Bachelor of Science in chemistry is designed for students who are interested in careers which require an extensive background in chemistry. Upon completion of the B.S. degree, the student will have met the minimum major requirements for admission to graduate schools or careers in the chemical industry. 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 is through a formal declaration of major and completion of CH 241-242 with a grade of “C” or better.

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. Chemistry majors must take MAT 135 and MAT 136 to satisfy their mathematics general education requirement, BI 141 and BI 141L to satisfy their biology general education requirement and CH 141 and CH 141L. 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. Pre-professional 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.

All chemistry majors are required to take and pass a comprehensive examination in chemistry 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

Refer to the vertical curriculum on the next page for additional course requirements

2010-2011 **School of Science, Engineering and Mathematics**

Bethune-Cookman University

Chemistry: Total Semester Hours=124

Freshman Year

First Semester			Second Semester			
EN 131	**College English I**	**3**	**EN**	**132**	**College English II**	**3**
MAT 135	**Pre-Calculus**	**3**	**MAT**	**136**	**Analytical Trigonometry**	**3**
ES 110	**Freshman Seminar I**	**1**	**ES**	**111**	**Freshman Seminar II**	**1**
BI 141	**General Biology I**	**3**	**BI**	**142**	**General Biology II**	**3**
BIL 141	**General Biology I Lab**	**1**	**BIL**	**142**	**General Biology II Lab**	**1**
CH 141	**General Chemistry I**	**3**	**CH**	**142**	**General Chemistry II**	**3**
CHL 141	General Chemistry I Lab	1	**CHL**	**142**	**General Chemistry II Lab**	**1**
			PE	**____**	**Physical Ed Activity***	**1**
	Total	**15**			**Total**	**16**

Sophomore Year

First Semester			Second Semester			
CH 241	Organic Chemistry	4	CH	242	Organic Chemistry	4
CHL 241	Organic Chemistry I Lab	0	CHL	242	Organic Chemistry II Lab	0
MAT 241	Calculus I	4	MAT	242	Calculus II	4
MATL 241	Calculus I Lab	0	MATL	242	Calculus II Lab	0
RP ____	**RP Elective (200 or above)**	**3**	**HU**	**231-232**	**Humanities****	**3**
RE 260	**Critical Reading**	**3**	**HI**	**130**	**African American History**	**3**
ML 131	**Modern Language**	**3**	**SC**	**230**	**Intro/Oral Communication**	**3**
	Total	**17**			**Total**	**17**

Junior Year

First Semester			Second Semester			
CH 331	Physical Chemistry	3	CH	332	Physical Chemistry	3
CH 345	Quant Analysis	4	CH	346	Instrumental Analysis	4
CHL 345	Quant Analysis Lab	0	CHL	346	Instrumental Analysis Lab	0
PH 251	Physics I	4	PH	252	Physics II	4
PHL 251	Physics I Lab	0	PHL	252	Physics II Lab	0
ML 132	Modern Language	3	MAT	334	Dif. Equations	3
	Total	**14**			**Total**	**14**

Senior Year

First Semester			Second Semester			
CH 499	Senior Seminar	2	CH	431	Advanced Chemistry Lab	3
CH 435	Inorganic Chemistry	3	CH	____	Elective	4
CH 445	Biochemistry	4	GE	____	Elective	3
CHL 445	Biochemistry I Lab	0	CS	____	Elective	3
ML 231	Modern Language	3	____	____	Elective	3
____ ____	Elective	3				
	Total	**15**			**Total**	**16**

General Education Courses Are in Bold.
All students MUST see an Academic Advisor to review the details of the vertical curriculum and prerequisite requirements.
MARCHING BAND MEMBERS ONLY, MUST substitute PE Activity with MUB 110 Marching Band.
ROTC MEMBERS ONLY, substitute PE Activity with MY 104 Basic Military Science and MYL 104 Basic Military Science Lab. (ROTC)
*** Choose ONE from HU 231 Ancient to Medieval Humanities, HU 232 Renaissance to early Romantic Era Humanities, or HU 233 Romanticism to Contemporary Humanities.***

COURSE DESCRIPTIONS FOR CHEMISTRY

CH 131 - Introductory Chemistry 3 semester hours
Prerequisite: MAT 131 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 non-science major and (2) as a preparatory course for majors in science and mathematics who have not had a rigorous high school chemistry course.

CH 141 - General Chemistry I 3 semester hours
Prerequisite: One year of high school chemistry or CH 131 and MAT 134. Co-requisite: CHL 141L. 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.

CHL 141L - General Chemistry I Laboratory 1 semester hour
Co-requisite: CH 141. Laboratory experiments related to material presented in CH 141. Laboratory 3 hours per week.

CH 142 - General Chemistry II 3 semester hours
Pre-requisite: CH 141 and CH 141L Corequisite: CH 142L and MAT 135. Continuing study of elements and compounds, chemical laws, solutions, electrolytes, acids, bases, salts; oxidation-reduction, equilibrium; solubility product, thermodynamics; electrochemistry, selected topics.

CHL 142L - General Chemistry II Laboratory 1 semester hour
Co-requisite: CH 142. Introduction to the theories and procedure of qualitative analysis; identification of selected cations. Laboratory 3 hours per 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.

CH 241 - Organic Chemistry I 4 semester hours
Pre-requisite: CH 142, CHL 142 Co-requisites: CHL 241L. A study of the structure, synthesis, mechanism of reaction and reactions of carbon compounds. Fundamental compound types are studied. Lecture 3 hours, laboratory 3 hours.

CH 242 - Organic Chemistry II 4 semester hours
Pre-requisite: CH 241, CHL 241. Co-requisite: CHL 242L. Structure and synthesis of organic molecules containing different functional groups and their reaction mechanisms, fundamental principles of various spectroscopic techniques and their applications for characterizing organic compounds, organic labs dealing with the preparation and extraction of various organic compounds. Lecture 3 hours, laboratory 3 hours.

331 - Physical Chemistry I **3 Semester Hours**
Pre-requisites: MAT 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.

CH 332 - Physical Chemistry II **3 Semester Hours**
Pre-requisite: CH 331. This course is a continuation of CH 331. A study of properties of gases, liquids, solids, theories of solutions, colloids, chemical equilibria, and phase diagrams; thermodynamics.

CH 345 - Quantitative Analysis **4 semester hours**
Pre-requisites: CH 142 or permission of instructor. A study of gravimetric and volumetric analysis, chemical calculations, theory of electrolytes, cells, activity. Lecture 2 hours, laboratory 6 hours.

CH 346 - Instrumental Analysis **4 semester hours**
Pre-requisite: 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, voltametry, conductimetry, chromatography, ion exchange, and absorption and emission of radiation. Lecture 2 hours, laboratory 6 hours.

CH 431 - Advanced Chemistry Laboratory **3 semester hours**
Pre-requisite: 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 2 hours, laboratory 6 hours.

CH 433 - Advanced Chemistry **4 semester hours**
Pre-requisites: 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 434 - Advanced Analytical Chemistry **4 semester hours**
Prerequisites: CH 242, CH 332, and CH 345 or permission of instructor. Continuing 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 - Biochemistry I **4 semester hours**
Prerequisites: CH 242 and BI 141**.** Study of the chemical approach to living systems and the common biological processes. Lecture 3 hours; laboratory, 3 hours.

CH 446 - Biochemistry II **4 semester hours**
Prerequisites: CH 445. A continuation of CH 445, including the study of the biochemical approach to living systems, various metabolic pathways, and correlation of these chemical processes in living systems and their regulation. Lecture 3 hours, laboratory 3 hours.

CH 491-492 - Individual Research **3-6 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 499Senior 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.

DEPARTMENT OF COMPUTER SCIENCE AND ENGINEERING

The Department of Computer Science and Engineering offers degree programs leading to the Bachelor of Science in Computer Science, the Bachelor of Science in Computer Engineering, and the Bachelor of Science in Computer Information Systems. The department also offers a sequence of courses leading to a minor in each of the degree areas. Students majoring in mathematics with a minor in engineering are eligible for the 3+2 program which places graduates in engineering programs with an advanced standing at partner universities. For additional information on these programs and minors see the Department Chair.

COMPUTER SCIENCE MINOR

Course Requirements

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:

- at least one 400 level computer science course
  and
- CS 230 - Computer Programming I
- CS 231 - Computer Programming II
- CS 330 - Databases
- CS 333 - Data Structures

Bachelor of Science in Computer Science

The major in Computer Science is designed for students interested in pursuing advanced studies in computer science and professional careers in the theoretical and technical side of computer-oriented information technology.

PROGRAM STUDENT LEARNING OUTCOMES (PSLO)

Following the completion of a major in computer science, students will demonstrate:

1. An ability to apply knowledge of computing and mathematics appropriate to the discipline.
2. An ability to analyze a problem, and identify and define the computing requirements appropriate to its solution.
3. An ability to design, implement, and evaluate a computer-based system, process, component, or program to meet desired needs.
4. An ability to function effectively on teams to accomplish a common goal.
5. An understanding of professional, ethical, legal, security and social issues and responsibilities.
6. An ability to communicate effectively with a range of audiences
7. An ability to analyze the local and global impact of computing on individuals, organizations, and society.
8. Recognition of the need for and ability to engage in continuing professional development.
9. An ability to use current techniques, skills, and tools necessary for computing practice.
10. An ability to apply mathematical foundations, algorithmic principles, and computer science theory in the modeling and design of computer-based systems in a way that demonstrates comprehension of the tradeoffs involved in design choices.
11. An ability to apply design and development principles in the construction of software systems of varying complexity.

Admission to the Program

Admission is through a formal declaration of major. A student is admitted to the upper division computer science major after successful completion of CS 230 and CS 231 and completion of the general education program.

Major Requirements

At least 45 semester hours of computer science course work with a grade of C or better. Computer Science majors are required to pass EN 250 Technical Writing as a general education requirement of the Department of Computer Science.

All computer science majors are required to take and pass a comprehensive examination in computer science 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: Refer to the Computer Science vertical curriculum for additional course requirements.

2010-2011 **School of Science, Engineering and Mathematics**

Bethune-Cookman University

Computer Science: Total Semester Hours=123

Freshman Year

First Semester			Second Semester			
EN 131	**College English I**	**3**	**EN**	**132**	**College English II**	**3**
MAT 135	**Pre-Calculus**	**3**	**MAT**	**136**	**Analytical Trigonometry**	**3**
ES 110	**Freshman Seminar I**	**1**	**ES**	**111**	**Freshman Seminar II**	**1**
CS 135	Intro to Scientific Computing	3	**BI**	**141**	**General Biology I**	**3**
ML 131	**French, German or Spanish**	**3**	**BIL**	**141**	**General Biology I Lab**	**1**
HI 130	**Afro-American History**	**3**	**ML**	**132**	**French, German or Spanish**	**3**
			____	____	Free Elective	3
	Total	**16**			**Total**	**17**

Sophomore Year

First Semester			Second Semester			
CS 230	Programming I	3	CS	231	Programming II	3
CSL 230	Programming I Lab	1	CSL	231	Programming II Lab	1
MAT 241	Calculus I	4	MAT	242	Calculus II	4
MATL 241	Calculus I Lab	0	MATL	242	Calculus II Lab	0
HU 231-233	**Humanities****	**3**	**SC**	**230**	**Intro Effective Oral Communications**	3
RE 260	**Critical Reading**	**3**	**RP**	**239**	**Logic**	3
BL 211	Business Leadership I	1	**PE**	**____**	**Physical Education Activity***	1
	Total	**15**			**Total**	**15**

Junior Year

First Semester			Second Semester			
EN 250	Technical Writing	3	PH	252	Physics II	3
PH 251	**Physics I**	**3**	PHL	252	Physics II Lab	1
PHL 251	**Physics I Lab**	**1**	CS	330	Databases	3
CS 332	Computer Organization	3	____	____	CS, CIS, CH or MA elective	3
CS 333	Data Structures	3	____	____	Free Elective	3
____ ____	CS, CIS, CH or MA elective	3				
	Total	**16**			**Total**	**13**

Senior Year

First Semester			Second Semester			
CS 335	Discrete Structures	3	CS	433	Operating Systems	3
CS 437	Digital Circuits	3	CS	436	Computability	3
CS 437	Digital Circuits Lab	1	CS	438	Computer Architecture	3
CS 499	Senior Seminar	3	____	____	CS, CIS Elective (300 or 400 level)	3
____ ____	CS, CIS Elective (300 or 400 level)	3	____	____	Free Elective	3
____ ____	Free Elective	3				
	Total	**16**			**Total**	**15**

General Education Courses Are in Bold.
All students MUST see an Academic Advisor to review the details of the vertical curriculum and prerequisite requirements.
****MARCHING BAND MEMBERS ONLY, MUST substitute PE Activity with MUB 110 Marching Band.***
****ROTC MEMBERS ONLY, substitute PE Activity with MY 104 Basic Military Science and MYL 104 Basic Military Science Lab. (ROTC)***
***** Choose ONE from HU 231 Ancient to Medieval Humanities, HU 232 Renaissance to early Romantic Era Humanities, or HU 233 Romanticism to Contemporary Humanities.***

Most CS and CIS courses are taught only in the semesters shown. Only CS 132 and CS 133 are taught during the summer semester. No upper level courses are taught in the summer. CS/CIS courses currently offered in the fall and spring semesters: CS 135, CS 230, CS 231, CS 330, CS 333 and CIS 331.
General Education requirements are listed in the Catalog. Additional requirements are listed in the catalog under the School of Science and Mathematics and under the Department of Computer Information Systems.
CS majors must: earn grades of C or better in all CS and CIS courses; be members of the ACM during their junior and senior years; and pass the CS Senior Comprehensive Exam during their senior year. Additional requirements may be listed in the catalog.
Summary of Electives
CS and CIS Electives for CS and CIS majors must be at the 300 or 400 level
CS, CIS, CH or MA Electives are any CS or CIS at the 300 or 400 level, any MA course higher than Calculus II, or CH 141 or higher chemistry course
RP Electives are RP 235, 330, 335, 337, 338, 339 and 341
Free Elective means that you can take any course you want as long as you meet the course prerequisites. Students meet with advisors to determine free electives that support their professional goals.

COURSE DESCRIPTIONS FOR 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 - Introduction to Web Design 3 semester hours
Introduction to the design and development of Web-based systems, including Internet and Web technology; Web development using design procedures, HTML, XHTML, and XML; and hands-on experience in website design and authoring. The course enables students to understand Internet and Web technology, to understand the concepts of Web authoring and Website design, and to develop skills in using Web authoring tools.

CS 135 - Introduction to Scientific Computing 3 semester hours
This course takes an interdisciplinary approach to classroom assignments, emphasizing multidisciplinary team projects to introduce a variety of computational tools. Students will participate in projects requiring a scientific approach to problem solving, analytical thinking, data collection and analysis, result write-up, and public presentation. The course is designed for freshman science majors.

CS 230 - Computer Programming I 3 semester hours
Pre-requisite: CS 135. Co-requisite: CSL 230L. This course introduces fundamental programming concepts and techniques. It is designed for students who plan to use computer programming in their studies and careers. Elements of object-oriented design and programming are introduced. Topics covered include control structures, arrays, functions, and structured program design. This course requires students to co-register for a programming lab, CSL 230 that gives extra hands-on practice with guided supervision. Students will develop working programs with checkpoints for each development phase.

CSL 230L - Computer Programming I Laboratory 1 semester hour
Co-requisite: CS 230Laboratory activities relating to the software development process and programming concepts covered in CS 230.

CS 231 - Computer Programming II 3 semester hours
Pre-requisite: CS 230. Co-requisite: CSL 231L. This course is a continuation of CS 230. Topics covered include: recursion, file-based I/O, classes, packages, method overloading, inheritance, polymorphism, abstract classes, interfaces and exceptions. This course requires students to co-register for a programming lab, CSL 231. The lab provides students with hands-on practice developing programs implementing the programming constructs.

CSL 231L - Computer Programming II Laboratory 1 semester hour
Co-requisite: CS 231 Laboratory activities relating to the software development process and programming concepts covered in CS 231.

CS 330 - Databases 3 semester hours
Pre-requisite: CS 230 or CIS 331. This course examines the underlying concepts and theory of database management systems. Topics include database system architectures, data models, structured query languages, conceptual and logical database design, and physical organization. The entity-relationship model and relational model are investigated in detail; object-oriented databases are introduced. Integrity constraints, dependencies, and normalization are studied as a basis for formal design. An introduction to transaction management, concurrency control, distributed and Web databases and database recovery are presented.

CS 332 - Computer Organization and Assembly Language 3 semester hours
Pre-requisite: 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
Pre-requisite: CS 231This course covers the design and implementation of data structures including generics and collections, lists, stacks, queues, trees, and graphs. Other topics include efficiency of algorithms, sorting, searching, and hashing. Course work involves both written homework and programming assignments.

CS 334 - Object Oriented Design 3 semester hours
Pre-requisite: 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
Pre-requisites: 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
Pre-requisite: 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 3 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.

CSL 340 - Computer Networks and Communications Laboratory 1 semester hour
Co-requisite: CS 340Laboratory experiments related to material covered in CS 340.

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 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
Pre-requisite: CS 231, MAT 334 Differential Equations and MAT 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
Pre-requisites: 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 - Computability 3 semester hours
Pre-requisites: CS 335 and senior standing. This course is 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 437Digital Circuits 3 semester hours
Pre-requisite: CS 332 and PH 252. Co-requisite: CSL 437L. This course deals with digital logic with feedback, fundamental mode circuits, Boolean algebra, Karnaugh maps, combinatorial networks, flip-flop, encoders, decoders, multiplexers, half-adders, adders, counters, state and flow tables, and memory design.

CSL 437LDigital Circuits Laboratory 1 semester hour
Co-requisite: CS 437 Laboratory experiments related to material covered in CS 437

CS 438 Computer Architecture 3 semester hours
Pre-requisite: CS 437. This course covers the 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 499 Senior Seminar 3 semester hours
Pre-requisite: CS or CIS senior standing, EN 131, EN 132 and EN 250Each 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 Engineering

The computer engineering program is designed for students who are interested in computer hardware and software design and their integration into usable computer systems.

PROGRAM STUDENT LEARNING OUTCOMES (PSLO)

Following the completion of a major in computer engineering, students will demonstrate:

1. The ability to apply knowledge of mathematics, including differential and integral calculus, discrete mathematics, probability and statistics, to the field of computer engineering.
2. The ability to Identify, formulate and solve engineering problems using theoretical and practical approaches and tests.
3. The ability to function and contribute positively on multidisciplinary team projects.
4. The ability to design a system to meet desired needs, including competence in the design and implementation of embedded systems.
5. The ability to use modern engineering tools for Computer Aided Design (CAD), hardware/software simulation, and computer system performance analysis

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. All computer engineering majors are required to take and pass a comprehensive examination in computer engineering 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

Refer to the vertical curriculum for additional course requirements.

2010-2011 **School of Science, Engineering and Mathematics**

Bethune-Cookman University

Computer Engineering: Total Semester Hours=126

Freshman Year

First Semester			Second Semester				
EN 131	**College English I**	**3**	**EN**	**132**	**College English II**		**3**
MAT 241	**Calculus I#**	**4**	**MAT**	**242**	**Calculus II#**		**4**
MATL 241	**Calculus I Lab**	**0**	**MATL**	**242**	**Calculus II Lab**		**0**
CH 141	**General Chemistry I**	**3**	**CH**	**142**	**General Chemistry I**		**3**
CHL 141	**General Chemistry I Lab**	**1**	**CHL**	**142**	**General Chemistry I Lab**		**1**
E 123	Engineering Drawing	3	**HI**	**130**	**African American History**		**3**
ES 110	**Freshman Seminar I**	**1**	**ES**	**111**	**Freshman Seminar II**		**1**
	Total	**15**				**Total**	**15**

Summer

HU 231-233	**Humanities****	**3**
RE 260	**Critical Reading**	**3**
Total		**6**

Sophomore Year

First Semester			Second Semester				
CS 230	Programming I	3	CS	231	Programming II		3
CSL 230	Programming I Lab	1	CSL	231	Programming II Lab		1
PH 251	Physics I	3	PH	252	Physics II		3
PHL 251	Physics I Lab	1	PHL	252	Physics II Lab		1
SC 230	**Intro Effective Oral Comm.**	**3**	E	230	Intro to Electric Circuits		3
RP 230	**Ethics**	**3**	EL	230	Intro to Electric Circuits Lab		1
PE 1XX	**Physical Education Activity***	**1**	MAT	334	Differential Equations		3
	Total	**15**				**Total**	**15**

Junior Year

First Semester			Second Semester				
E 335	**Electronics I**	**3**	**E**	**334**	**Intro to Microcontrollers**		**3**
EL 335	Electronics I Lab	1	EL	334	Intro to Microcontrollers Lab		1
CS 335	Discrete Structures	3	E	336	Electronics II		3
CS 437	Digital Circuits	3	EL	336	Electronics II Lab		1
CSL 437	Digital Circuits Lab	1	CS	438	Computer Architecture		3
CS 333	Data Structures	3	CS	336	Software Engineering		3
			MAT	337	Probability and Statistics		3
	Total	**14**				**Total**	**17**

Senior Year

First Semester			Second Semester				
E 431	VLSI Design I	3	E	436	Digital Signal Processing		3
EL 431	VLSI Design I Lab	1	EL	436	Digital Signal Processing Lab		1
E ____	Technical Elective	3	E	____	Technical Elective		4
E 437	Microprocessor & Embedded System Design	3	CS	340	Comp. Networks & Comm.		3
			CSL	340	Comp. Networks & Comm. Lab		1
EL 437	Microprocessor & Embedded System Design Lab	1	CS	433	Operating Systems		3
E 499	Senior Seminar	3					
	Total	**14**				**Total**	**15**

General Education Courses Are in Bold.
All students MUST see an Academic Advisor to review the details of the vertical curriculum and prerequisite requirements.
****MARCHING BAND MEMBERS ONLY, MUST substitute PE Activity with MUB 110 Marching Band.***
****ROTC MEMBERS ONLY, substitute PE Activity with MY 104 Basic Military Science and MYL 104 Basic Military Science Lab. (ROTC)***
***** Choose ONE from HU 231 Ancient to Medieval Humanities, HU 232 Renaissance to early Romantic Era Humanities, or HU 233 Romanticism to Contemporary Humanities.***

#All students entering this program who do not fulfill the requirements for taking MA 241 Calculus I and MA 242 Calculus II will be required to take MA 135 Pre-Calculus and MA 136 Analytical Trigonometry. All students who do not meet the requirements for taking CS 230 and CS 230AL will be required to take CS 135

Directed Computer Engineering Electives are chosen from the following:

E 331 Engineering Mechanics I (Statics)
E 332 Engineering Mechanics II (Dynamics)
E 432 VLSI Design II & Lab
E 434 Engineering Circuit Analysis
E 438 Programmable Digital Logic Design & Lab
E 439 Electromagnetic Fields and Applications

COURSE DESCRIPTIONS FOR COMPUTER 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 3 semester hours
Pre-requisite: MAT 241, MAT 242, PH 251. Co-requisite: PH 252. A study of the principles of direct-current (DC) circuits, alternating-current (AC) circuits, Ohm's and Kirchohoff's laws and their application to electric circuits. Thevenin and Northon'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.

EL 230L - Introduction to Electric Circuits Laboratory 1 semester hour
Co-requisite: E 230Laboratory experiments related to material covered in E 230.

E 331 - Engineering Mechanics I, Statics 3 semester hours
Pre-requisite: MAT 241, MAT 242, MAT 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
Pre-requisite: E 331. A study of kinetics and kinematics of a particle and rigid body including force and acceleration, work, energy, impulse and momentum.

E334 - Introduction to Microcontrollers 3 semester hours
Pre-requisite: E 230, E 330. Co-requisite: EL 334L. An introduction to microcontroller hardware and software applications. Interconnection of components, peripheral devices and bus timing relationships explored. Assembly language and structured C-language are introduced and employed in microcontroller programming. Input/output (I/O) techniques are surveyed.

EL 334L Introduction to Microcontrollers Laboratory 1 semester hour
Co-requisite: E 334L. Laboratory experiments related to material covered in E 334.

E335 Electronics I 3 semester hours
Pre-requisite: PH 251, PH 252, E 230. Co-requisite: EL 335L. 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.

EL 335LElectronics I Laboratory 1 semester hour
Co-requisite: E 335. Laboratory experiments related to material covered in E 335.

E 336 Electronics II 3 semester hours
Pre-requisite: E 335. Co-requisite: EL 336LA 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.

EL 336L Electronics II Laboratory 1 semester hour
Co-requisite: E 336. Laboratory experiments related to material covered in E 336.

E 431 VLSI Design I 3 semester hours
Pre-requisite: E230, MAT 334, CS 437, CS 438. Co-requisite: EL 431LThis course covers the 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.

EL 431L VLSI Design I Laboratory 1 semester hour
Co-requisite: E 431 Laboratory experiments related to material covered in E 431.

E 432 VLSI Design II 3 semester hours
Pre-requisite: E 431. Co-requisite: EL 432L 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.

EL 432L VLSI Design II Laboratory 1 semester hour
Co-requisite: E432 Laboratory experiments related to material covered in E 432.

E 434 Engineering Circuit Analysis 3 semester hours
Pre-requisite: E 230, MAT 334, MAT 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 3 semester hours
Pre-requisite: E 230, MAT 241, MAT 334. Co-requisite: EL 436LA 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.

EL 436L - Digital Signal Processing Laboratory 1 semester hour
Co-requisite: E 436 Laboratory experiments related to material covered in E 436.

E 437 - Microprocessor and Embedded Systems Design 3 semester hours
Pre-requisite: E 230, E 330, E 334, CS 335, CS 437, CS 433, CS 438. Co-requisite: EL 437LCovers 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.

EL 437L - Microprocessor and Embedded Systems Design Lab 1 semester hour
Co-requisite: E 437. Laboratory experiments related to material covered in E 437.

E 438 - Programmable Digital Logic Design 3 semester hours
Pre-requisite: CS 231, E 336, CS 437. Co-requisite: EL 438LThe 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 438L - Programmable Digital Logic Design Laboratory 1 semester hours
Co-requisite: E 438 Laboratory experiments related to material covered in E 438.

E 439 - Electromagnetic Fields and Applications 3 semester hours
Prerequisite: PH 251, PH 252, MAT 241, MAT 242, MAT 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. 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.

Bachelor of Science in Computer Information Systems

The major in Computer Information Systems is designed for students interested in careers in the business and commercial side of computer-oriented information technology.

PROGRAM STUDENT LEARNING OUTCOMES (PSLO)

1. An ability to apply knowledge of computing and mathematics appropriate to the discipline.
2. An ability to analyze a problem, and identify and define the computing requirements appropriate to its solution.
3. An ability to design, implement, and evaluate a computer-based system, process, component, or program to meet desired needs.
4. An ability to function effectively on teams to accomplish a common goal.
5. An understanding of professional, ethical, legal, security and social issues and responsibilities.
6. An ability to communicate effectively with a range of audiences.
7. An ability to analyze the local and global impact of computing on individuals, organizations, and society.
8. Recognition of the need for and an ability to engage in continuing professional development.
9. An ability to use current techniques, skills, and tools necessary for computing practice.
10. An understanding of processes that support the delivery and management of information systems within a specific application environment.
11. An ability to use and apply current technical concepts and practices in the core information technologies.
12. An ability to identify and analyze user needs and take them into account in the selection, creation, evaluation and administration of computer-based systems.
13. An ability to effectively integrate IT-based solutions into the user environment.
14. An understanding of best practices and standards and their application.
15. An ability to assist in the creation of an effective project plan.

Admission to the Program

Admission is through a formal declaration of major. A student is admitted to the upper division computer information systems major after successful completion of CS 230 , CIS 331 and the general education program.

Major Requirements

Computer information systems majors take MAT 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.

At least 44 semester hours of designated computer science and computer information systems course work with a grade of " C" or better. At least 30 hours of designated business course work with a grade of "C" or better.

All CIS majors are required to take and pass a comprehensive examination in computer information systems 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

Refer to the vertical curriculum for additional course requirements.

2010-2011 **School of Science, Engineering and Mathematics**

Bethune-Cookman University

Computer Informations Systems: Total Semester Hours=123

Freshman Year

First Semester			Second Semester			
EN 131	**College English I**	**3**	**EN**	**132**	**College English II**	**3**
MAT 131	**Math for Liberal Arts**	**3**	**MAB**	**138**	**Applied Business Calculus**	3
ES 110	**Freshman Seminar I**	**1**	**ES**	**111**	**Freshman Seminar II**	**1**
CS 135	Intro to Scientific Computing	3	**BI**	**131**	**General Biology I**	3
ML 131	**French, German or Spanish**	**3**	**BIL**	**131**	**General Biology I Lab**	**0**
HI 130	**Afro-American History**	**3**	ML	132	French, German or Spanish	3
			____	____	Free Elective	3
	Total	**16**			**Total**	**16**

Sophomore Year

First Semester			Second Semester			
CS 230	Programming I	3	CS	231	Programming II	3
CSL 230	Programming I Lab	1	CSL	231	Programming II Lab	1
BA 236	Statistics I	3	BA	237	Statistics II	3
RP 339	**Logic**	**3**	**SC**	**230**	**Intro Effective Oral Communications**	3
HU 231-233	**Humanities*****	**3**	BL	211	Business Leadership I	1
RE 260	**Critical Reading**	**3**	**PE**	**111-212**	**Physical Education Activity***	1
			____	____	**Science Elective****	**3**
	Total	**16**			**Total**	**15**

Junior Year

First Semester			Second Semester			
CS 333	Data Structures	3	CS	330	Databases	3
CIS 331	Foundations of Info. Systems	3	CIS	332	Decision Support Systems	3
AC 231	Accounting I	3	MG	300	Principles of Management	3
ACL 231	Accounting I Lab	0	BA	234	Business Law	3
BA 231	**Economics I**	**3**	**EN**	**250**	**Technical Writing**	**3**
CS 332	Computer Organization	3				
	Total	**15**			**Total**	**15**

Senior Year

First Semester			Second Semester			
CIS 431	Systems Analysis and Design	3	CIS	434	Client/Server Web Architecture	3
MK 341	Intro to Marketing	3	CS	433	Operating Systems	3
CS 499	Senior Seminar	3	____	____	CS, CIS Elective (300 or 400 level)	3
____ ____	CS, CIS Elective (300 or 400 level)	3	____	____	Directed Business Elective	3
____ ____	Directed Business Elective	3	____	____	Directed Business Elective	3
	Total	**15**			**Total**	**15**

General Education Courses Are in Bold.
All students MUST see an Academic Advisor to review the details of the vertical curriculum and prerequisite requirements.
****MARCHING BAND MEMBERS ONLY, MUST substitute PE Activity with MUB 110 Marching Band.***
****ROTC MEMBERS ONLY, substitute PE Activity with MY 104 Basic Military Science and MYL 104 Basic Military Science Lab. (ROTC)***
***** Choose ONE from PH 230 Physical Science, CH 131 General Chemistry, or ES 130 Introduction to Enviromental Science.***
****** Choose ONE from HU 231 Ancient to Medieval Humanities, HU 232 Renaissance to early Romantic Era Humanities, or HU 233 Romanticism to Contemporary Humanities.***

Most CS and CIS courses are taught only in the semesters shown. Only CS 132 and CS 133 are taught during the summer semester. No upper level courses are taught in the summer. CS/CIS courses currently offered in the fall and spring semesters: CS 135, CS 230, CS 231, CS 330, CS 333 and CIS 331.
General Education requirements are listed i n the Catalog. Additional requirements are listed in the catalog under the School of Science and Mathematics and under the Department of Computer Information Systems.
CS majors must: earn grades of C or better in all CS and CIS courses; be members of the ACM during their junior and senior years; and pass the CS Senior Comprehensive Exam during their senior year. Additional requirements may be listed in the catalog.

Summary of Electives
CS and CIS Electives for CS and CIS majors must be at the 300 or 400 level
RP Electives are RP 235, 330, 335, 337, 338, 339 and 341
Science Electives are CH 131, PH 230 and PH 231. These courses have MA 131 and EN 131 prerequisites.
Free Elective means that you can take any course you want as long as you meet the course prerequisites.
Directed Business Electives are AC 232, AC 336, BA 232, any 300 or 400 Management course, and any 300 or 400 level Marketing Course. You must meet course prerequisites before taking a course.

COURSE DESCRIPTIONS FOR COMPUTER INFORMATION SYSTEMS

CIS 331 - Foundations of Information Systems 3 semester hours

Pre-requisite: 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

Pre-requisite: CIS 331 and CS 330.The course examines concepts of decision support in both automated and non-automated 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 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.

CIS 411-412 - Computer Information Systems Seminar 1-6 semester hours

Pre-requisite: senior standing and instructor approval. Selected topics in computer science and computer information systems.

CIS 431 - Systems Analysis and Design 3 semester hours

Pre-requisite: CS 330. The analysis and design phases of the system development life cycle are reviewed. Emphasis is on techniques and tools for determining systems requirements that lead to the development of logical design models using structured and object-oriented methodologies, including: data and process modeling, system requirements with use cases, object-oriented modeling using UML, rapid prototyping, and introduction to application architecture.

CIS 434 - Client/Server Web Development 3 semester hours

Pre-requisite: CS 330 and CIS 431. Introduction to Web services, service-oriented architectures, e-business infrastructure and development of e-business applications. Topics include: client-side and server-side Web application designs; server management, server-side programming for business rules, components; receiving and responding to requests from browsers, connecting to database servers via middleware software, and scripting business rules and application logic on a web server.

DEPARTMENT OF INTEGRATED ENVIRONMENTAL SCIENCES

The Department of Integrated Environmental Science offers degree programs leading to the Bachelor of Science in Integrated Environmental Science. The department also offers a minor in Integrated Environmental Science and a track in Environmental Issues within the Master of Science in Transformative Leadership (see the Department Chair for additional information about the minor in IES and the Masters program in Transformative Leadership).

The Bachelor of Science in Integrated Environmental Science

The Bachelor of Science in Integrated Environmental Science (IES) is designed for students who are interested in careers that focus on environmental issues, particularly large-scale issues that require an interdisciplinary approach to their study and solution. The program is designed to provide the scientific core necessary for understanding environmental systems, plus coursework in supporting disciplines and integrative methods in preparation for work with multifaceted environmental topics. Coursework will include methodological courses, integrative courses, significant laboratory and field work, and research in association with IES faculty (much of which is service-based). Upon completion of the B.S. degree, the student will have met the minimum course requirements for admission to graduate and professional schools in environmental disciplines, or for entry-level environmentally-related positions in government, industry, or non-profits.

PROGRAM STUDENT LEARNING OUTCOMES (PSLO)

Upon completion of the major in Integrated Environmental Science students will demonstrate:

1. Knowledge of the Structure and Function of Ecological Systems
2. Knowledge of the Structure and Function of Geochemical Systems
3. Knowledge of the Structure and Function of Human Systems
4. Knowledge of the Role and Impact of Humans on/within Biological, Geochemical, and Human Systems as Pertains to Environmental Concerns
5. Knowledge and Ability with Regard to the Management and Control of Human Impacts from an Environmental Perspective

Admission to the Program

The B.S. degree program in IES is a restricted major with special admission requirements. Students who wish to enter the IES program are considered to be IES Candidates until they have:

- Completed their Freshman year of General Education courses at BCU (or transferred in a year of General Education coursework) with a grade point average of 2.5 on a four point scale or greater, and

- Passed the Gateway Course for the IES program, ES 241, Principles of Environmental Science, with a grade of "C" or better in both the lecture (ES 241) and laboratory (ESL 241) sections

Once completed, students can declare a Major in IES, take other IES course offerings, and access any available research or field opportunities (including potential associated funding).

Program Requirements

As IES is restricted major, a student must maintain a minimum 2.0 GPA to remain a major in IES and to earn a degree, and must pass all English and SSEM courses (including ES courses) with a grade of "C" or better. An IES student who earns less than a "C" in a listed course and/or receives a GPA below 2.0 will be given a grace period of one retake or one semester to correct the deficiency, or the student will be withdrawn from the degree program. A student may take advantage of a grace period only once during their academic program in IES.

All IES majors are required to complete all ES Departmental Seminars, including the successful completion, presentation, and defense of a research project in their senior year in association with the department's Senior Seminar. The defense will include information and questions covering both the research project and program coursework from their studies at B-CU.

IES majors are required to take and pass a comprehensive examination in integrated environmental science 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

Refer to the vertical curriculum for additional course requirements:

2010-2011 **School of Science, Engineering, and Mathematics**

Bethune-Cookman University

Integrated Environmental Science: Total Semester Hours=125

Freshman Year

First Semester			Second Semester			
EN 131	**College English I**	**3**	**EN**	**132**	**College English II**	**3**
PE 111	**Physical Ed. Activity***	**1**	**BI**	**____**	**Biology Elective 200 Level**	**4**
BI 141	**General Biology I**	**3**	**MAT**	**136**	**Analytical Trigonometry**	**3**
BIL 141	**General Biology I Lab**	**1**	**ES**	**111**	**Freshman Seminar II**	**1**
MAT 135	**Pre Calculus**	**3**	**CH**	**142**	**General Chemistry II**	**3**
ES 110	**Freshman Seminar I**	**1**	**CHL**	**142**	**General Chemistry II Lab**	**1**
CH 141	**General Chemistry I**	**3**				
CHL 141	**General Chemistry I Lab**	**1**				
	Total	**16**			**Total**	**15**

Sophomore Year

First Semester			Second Semester			
RE 260	**Critical Reading**	**3**	**SC**	**230**	**Intro/Oral Communication**	**3**
ES 241	Principles of Environmental Science	3	ES	334	Microclimatology	3
ESL 241	Principles of Environmental Science Lab	1	ESL	334	Microclimatology Lab	1
BI 142	**General Biology II**	**3**	MAT	260	Practical Statistics	3
BIL 142	**General Biology II Lab**	**1**	ES	244	Envir./Ecological Economics	3
MAT 241	Calculus I	4	**RP**	**____**	**RP Elective (200-300 Level)**	**3**
MATL 241	Calculus I Lab	0				
ES 211	Sophomore Seminar	1				
	Total	**16**			**Total**	**16**

Junior Year

First Semester			Second Semester			
ES 240	Environmental Chemistry	3	ES	246	Environmental Microbiology	3
ESL 240	Environmental Chemistry Lab	1	ESL	246	Environmental Microbiology Lab	1
BI 437	**General Ecology**	**4**	**ES**	**346**	**Coastal Systems**	**3**
BIL 445	General Ecology Lab	0	ESL	346	Coastal Systems Lab	1
PH 251	College Physics	4	ES	332	Environmental Human Ecology	3
PHL 241	College Physics Lab	0	ES	338	Research Methods	3
ES 345	Freshwater Aquatic Systems	3	ES	430	Env. Policy & Risk Mgmt.	3
ESL 345	Freshwater Aquatic Systems Lab	1				
ES 311	Junior Seminar	1				
	Total	**17**			**Total**	**17**

Senior Year

First Semester			Second Semester			
ES 335	GIS & Remote Sensing	3	**HU**	**232-233**	**Humanities****	**3**
ESL 335	GIS & Remote Sensing Lab	1	ES	450	Ecosystems	3
ES 233	Environmental Ethics	3	ES	499	Senior Seminar II	1
ES 330	Environmental Regulations	3	**HI**	**130**	**African American History**	**3**
ES 498	Senior Seminar I	2	**ML**	**132**	**Modern Language**	**3**
ML 131	**Modern Language**	**3**				
	Total	**15**			**Total**	**13**

General Education Courses are in Bold.
All students MUST see an Academic Advisor to review the details of the vertical curriculum and prerequisite requirements.
MARCHING BAND MEMBERS ONLY, MUST substitute PE Activity with MUB 110 Marching Band.
ROTC MEMBERS ONLY, substitute PE Activity with MY 104 Basic Military Science and MYL 104 Basic Military Science Lab. (ROTC)
*** Choose ONE from HU 231 Ancient to Medieval Humanities, HU 232 Renaissance to early Romantic Era Humanities, or HU 233 Romanticism to Contemporary Humanities.***

COURSE DESCRIPTIONS FOR INTEGRATED ENVIRONMENTAL SCIENCE

ES 110 - Freshman Seminar I **1 semester hour**
A seminar designed to help first year students make the transition from high school to college, with emphasis upon goal setting, study skills, advising, and wellness. Required of all science, engineering and mathematics majors including transfer students who are transferring less than 30 semester hours of college credit.

ES 111 - Freshman Seminar **1 semester hour**
Pre-requisite: ES 110. A seminar 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 science, engineering and mathematics majors including transfer students who are transferring less than 30 semester hours of college credit.

ES 130 - Introduction to Environmental Science **3 semester hours**
An introduction to basic concepts concerning the relationships among the physical, chemical, and biological components of the environment, and the impact upon them due to the activities of our own populations. The interaction between humans and the environment will be explored from organismal, ecosystem, and global perspectives.

ES 211 - Sophomore Seminar **1 semester hour**
Pre-requisite: ES 111 and sophomore standing. Discussions, presentations, and exercises to help students prepare for a future career in environmental fields.

ES 233 - Environmental Ethics **3 semester hours**
Pre-requisite: ES 241, ESL 241, or instructor permission. A survey of theoretical ethical perspectives and tools, both religious and philosophical, that can be used to resolve ethical dilemmas in natural resources, resource planning, and environmental management. This course will employ a case-study approach to illuminate the ethics of human relationships when situated within the larger biotic community, with the goal of informing environmentally-focused ethical decision-making.

ES 240 - Environmental Chemistry **3 semester hours**
Pre-requisite: ES 241, ESL 241, or instructor permission. Co-requisite: ESL 240LA qualitative and quantitative introduction to the chemistry of environmentally important chemical cycles within the hydrosphere, atmosphere, and lithosphere. Both non-anthropogenic and anthropogenic principles that govern environmental processes will be studied, including ecologically and environmentally important perturbations upon these processes.

ESL 240L - Environmental Chemistry Lab **1 semester hour**
Co-requisite: ES 240. Hands-on field and laboratory exercises demonstrating the measurement and quantification/calculation of chemical properties important to environmental issues.

ES 241 - Principles of Environmental Science 3 semester hours
Pre-requisite: BI 142 (lecture and lab), MAT 135, EN 131 Co-requisite: ESL 241LDetails of the relationships among the physical, chemical, and biological components of the environment, and the role of our own populations in these processes. The interaction between humans and the environment will be explored in an interdisciplinary fashion from organismal, ecosystem, and global perspectives.

ESL 241L - Principles of Environmental Science Lab 1 semester hours
Co-requisite: ES 241Hands-on field and laboratory exercises in support of the topics introduced in the Principles of Environmental Science course.

ES 244 - Environmental and Ecological Economics 3 semester hours
Pre-requisite: ES 241, ESL 241, or instructor permission An introduction to the economic treatment of two major categories of environmental problems, natural resource depletion and pollution, from the perspectives of traditional environmental economics and the emerging alternative of ecological economics; both of which have the objective of achieving sustainable economic growth and development (i.e. "sustainable development").

ES 246 - Environmental Microbiology 3 semester hours
Pre-requisite: ES 241, ESL 241, or instructor permission. Co-requisite: ESL 246L. This course will focus on the interactions that microorganisms have with each other and with their environment. Students will study the vital role of microbes in marine, freshwater and terrestrial ecosystems by exploring the dynamic microbial response to continually-changing environmental conditions. Specific areas of focus include microbial contamination and methods of controlling microbial growth, enzyme and growth kinetics, cell structure and physiology, microbial genetics, and biogeochemical cycles.

ESL 246L - Environmental Microbiology 1 semester hour
Pre-requisite: ES 241, ESL 241, or instructor permission Co-requisite: ES 246. Hands-on field and laboratory exercises illustrating the collection, identification, and behaviors of microbes important to environmental processes and issues.

ES 311 - Junior Seminar 1 semester hour
Pre-requisite: ES 211 and junior standing or greater. Discussions, presentations, and exercises focusing on the basics of data collection and research with a goal of preparing a senior research project proposal.

ES 330 - Environmental Regulations 3 semester hours
Prerequisite: ES 241, ESL 241LA review of the topics, issues, influences, and approaches used to address the political and legal aspects of environmental issues, with an emphasis on the design and application of environmental regulations locally, nationally, and globally.

ES 332 - Environmental Human Ecology 3 semester hours
Pre-requisite: ES 241, ESL 241A survey of the connection and feedback between human systems and the surrounding environment, including efforts to design more environmentally sustainable human systems.

ES 334 - Microclimatology 3 semester hours
Pre-requisite: ES 241, ESL 241, MAT 241 Corequisite: ESL 334L. A study of the atmosphere near the earth's surface, with particular attention to the interaction of atmospheric phenomena with the surface and things on that surface, including organisms.

ESL 334 - Microclimatology Lab 1 semester hour
Co-requisite: ES 334. Hands-on field and laboratory exercises illustrating surficial climatic phenomena, their measurement, and related calculations.

ES 335 - GIS and Remote Sensing 3 semester hours
Prerequisite: ES 241, ESL 241L, or instructor permission Co-requisite: ESL 335L. An introduction to Geographic Information Systems, Remote Sensing, and related geospatial technology, with particular emphasis on their application to environmental issues.

ESL 335L - GIS & Remote Sensing Lab 1 semester hour
Co-requisite: ES 335. Hands-on field and laboratory exercises demonstrating the collection and application of geographic data useful to environmental issues, including the use of hand-held and remote technologies.

ES 338 - Research Methods 3 semester hours
Pre-requisite: ES 241, ESL 241, or instructor permission. A study of the steps involved in scientific research, including information collection, hypothesis formulation, proposal design, experimental/statistical design, data analysis and hypothesis testing, and data/sample storage.

ES 345 - Freshwater Aquatic Systems 3 semester hours
Prerequisite: ES 241, ESL 241Co-requsite: ESL 345L. Pre-requisite or co-requisite: BI 437, BIL 437A study of the properties of water as a substance, the behavior of freshwater systems, and the ecology of the plants and animals that rely on these areas for survival, with an emphasis on an integrated systems perspective.

ESL 345L - Freshwater Aquatic Systems Lab 1 semester hour
Co-requisite: ES 345. Hands-on field and laboratory exercises exploring the characteristics of freshwater aquatic systems.

ES 346 - Coastal Systems 3 semester hours
Pre-requisite: ES 241, ESL 241 Co requisites: ESL 346L. Pre-requisite or co-requisite: BI 437, BIL 437A study of the ecology, biology, chemistry, hydrology, and management of coastal habitats, including human interactions and impacts, with an emphasis on an integrated systems perspective.

ESL 346 - Coastal Systems Lab 1 semester hour
Co-requisite: ESL 346L. Hands-on field and laboratory exercises exploring the characteristics of costal systems.

ES 430 - Environmental Policy and Risk Management 3 semester hours
Pre-requisite: ES 241, ESL 241, Senior standing as a major in Integrated Environmental Science
A review of the topics, issues, influences, and approaches used to address the political and legal aspects of environmental issues, with an emphasis on methods to identify and manage environmental risk over both the short term and long term.

ES 450 - Ecosystems 3 semester hours
Pre-requisite: ES 241, ESL 241, Senior standing as a major in Integrated Environmental Science
A project-based service learning capstone course focusing on the complexities of natural systems, the control of human impacts upon them, and the development and achievement of functional goals for their maintenance from interdisciplinary and higher order ecosystem management perspectives.

ES 498 - Senior Seminar I 2 semester hours
Pre-requisite: ES 311 and Senior standing. Data collection and analysis, and associated meetings and progress reports, related to the completion of the senior research project.

ES 499 - Senior Seminar II 1 semester hour
Pre-requisite: ES 498 and Senior standing. Data analysis and writing, presentation preparation, and associated meetings and progress reports, culminating in the senior research project presentation and oral exam.

DEPARTMENT OF MATHEMATICS

The Department of Mathematics offers a degree program leading to the Bachelor of Science in mathematics. Students majoring in another discipline may add mathematics as a minor field of emphasis upon completion of 15 semester hours in courses beyond the elementary calculus sequence. For further information regarding the minor, see the Department Chair.

PROGRAM STUDENT LEARNING OUTCOMES (PSLO)

Following the completion of a major in mathematics, students will demonstrate:

1. Proficiency in basic concepts of algebra.
2. Proficiency in basic concepts of Trigonometry.
3. Proficiency in basic concepts of calculus.
4. Proficiency in core mathematics fields.
5. Ability to read and construct mathematical proofs.
6. Ability to reason in abstract mathematical systems and models.
7. Ability to read new mathematics, formulate mathematical models and arguments, and address real world problems.

Bachelor of Science in Mathematics

The Mathematics major is designed for students interested in mathematics-oriented careers in industry, education, and government, and 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 MAT 241 and MAT 242.

Major Requirements

A student must earn a grade of ”C" or higher in all mathematics courses
Mathematics majors must meet their general education science requirements using laboratory science courses at the level of majors in that discipline (BI 141, 141L; CH 141, 141L; or PH 251, 251L)

Mathematics majors are required to take and pass a comprehensive examination in mathematics at the end of the first semester of the senior year. The examination will cover the major subject areas for the previous years. The senior exit examination for mathematics majors is the Graduate Record Examination Mathematics Subject Test.

Course Requirements: Refer to the Vertical Curriculum on the next page.

2010-2011 **School of Science, Engineering, and Mathematics**

Bethune-Cookman University

Mathematics: Total Semester Hours=120

Freshman Year

First Semester			Second Semester			
EN 131	**College English I**	**3**	**EN**	**132**	**College English II**	**3**
MAT 135	**Pre Calculus**	**3**	**MAT**	**136**	**Analytical Trigonometry**	**3**
ES 110	**Freshman Seminar I**	**1**	**ES**	**111**	**Freshman Seminar II**	**1**
BI 141	**General Biology I**	**3**	**PE**	**____**	**Physical Ed. Activity***	**1**
BIL 141	**General Biology I Lab**	**1**	**HI**	**130**	**African American History**	**3**
CS 230	Programming I	3	CS	231	Programming II	3
CSL 230	Programming I Lab	1	CSL	231	Programming II Lab	1
	Total	**15**			**Total**	**15**

Sophomore Year

First Semester			Second Semester			
RE 260	**Critical Reading**	**3**	**SC**	**230**	**Intro/Oral Communication**	**3**
ML 131	**Modern Language**	**3**	**HU**	**231-233**	**Humanities****	**3**
CH 141	**General Chemistry I**	**3**	**RP**	**____**	**RP Elective (200-300 Level)**	**3**
CHL 141	**General Chemistry I Lab**	**1**	**CH/BI**	**142**	**Biology II or Chemistry II**	**3**
MAT 241	Calculus I	4	**CH/BI**	**142L**	**Biology II Lab or Chemistry II Lab**	**1**
MATL 241	Calculus I Lab	0	MAT	242	Calculus II	4
			MATL	242	Calculus II Lab	0
	Total	**14**			**Total**	**17**

Junior Year

First Semester			Second Semester			
MAT 331	Calculus III	5	MAT	332	Advanced Calculus	3
MAT 335	Linear Algebra	3	MAT	334	Differential Equations	3
MAT 253	Foundations of Mathematics	3	MAT	337	Probability and Statistics	3
____ ____	Elective Minor	3	____	____	Elective Minor	3
____ ____	Elective Minor	3	____	____	Elective Minor	3
	Total	**17**			**Total**	**15**

Senior Year

First Semester			Second Semester			
MAT 499	Senior Seminar	3	MAT	437	Complex Variables	3
MAT 431	Abstract Algebra I	3	MAT	432	Abstract Algebra II	3
MAT 361	Numerical Analysis I	3	MAT	434	Real Analysis I	3
____ ____	Elective Minor	3	MAT	362	Numerical Analysis II	3
			____	____	Elective Minor	3
	Total	**12**			**Total**	**15**

General Education Courses are in Bold.

All students MUST see an Academic Advisor to review the details of the vertical curriculum and prerequisite requirements.

MARCHING BAND MEMBERS ONLY, MUST substitute PE Activity with MUB 110 Marching Band.

ROTC MEMBERS ONLY, substitute PE Activity with MY 104 Basic Military Science and MYL 104 Basic Military Science Lab. (ROTC)

*** Choose ONE from HU 231 Ancient to Medieval Humanities, HU 232 Renaissance to early Romantic Era Humanities, or HU 233 Romanticism to Contemporary Humanities.***

Math majors must complete the two-semester laboratory science sequence in BI 141 and BI 142, or CH 141 and CH 142, or PH 251 and PH 252. There are seven free electives in the math curriculum. Math majors may choose an academic minor (18 to 21 credits) in a field complimenting their long range professional goals. Students may choose a minor from biology, chemistry, computer science, environmental science, physics, accounting, marketting, business (any of the tracks), education, organizational leadership, and so on. See your advisor for assistance with curricular planning for a minor.

COURSE DESCRIPTIONS FOR MATHEMATICS

MAT 131 - Liberal Arts Mathematics 3 semester hours
Prerequisites: An appropriate score on an approved mathematics examination and/or successful in MAT 122 or 123.Topics include voting techniques, fair division, apportionment, graph theory, linear and exponential growth, financial mathematics, and history of mathematics. This course is not intended for students whose program requires preparation for pre-calculus or calculus courses.

MAT 132 - College Mathematics 3 semester hours
Pre-requisites: An appropriate score on an approved mathematics examination and/or successful in MAT 122 or 123. Topics include set theory; symbolic logic; counting principles; probability; statistics; geometry; applications. This course is not intended for students whose program requires preparation for pre-calculus or calculus courses.

MAT 134 - College Algebra 3 semester hours
Pre-requisites: An appropriate score on an approved mathematics examination and/or successful in MA 122 or 123. This course is intended to instill critical thinking skills and algebra skills necessary for further studies in mathematics and science. Topics include functions; function properties; graphs; operations on functions; working with a variety equations, functions, and expressions including linear, quadratic, absolute value, radical, exponential, and logarithmic; inverse functions; applications.

MAT 135 - Pre-Calculus 3 semester hours
Pre-requisite: Appropriate score on the Bethune-Cookman University mathematics placement test or a grade of C or higher in MAT 134 or equivalent transfer credit. This course is intended to provide algebra skills necessary for Calculus. Topics include exponential, logarithmic, polynomial, and rational functions; polynomial and rational inequalities; systems of equations; sequences and series; induction and the binomial theorem.

MAT 136 - Analytical Trigonometry 3 semester hours
Pre-requisite: Appropriate score on the Bethune-Cookman mathematics placement test or a grade of C or higher in MAT 134 or equivalent transfer credit.. This course is designed to instill critical thinking skills and technical knowledge in the area of trigonometry. Topics include trigonometric functions, inverse trigonometric functions, trigonometric identities, conditional trigonometric equations, solutions of triangles, vector algebra, polar coordinates, and trigonometric forms of complex numbers.

MAT 143 - Applied Calculus I, Honors 3 semester hours
Pre-requisite: Placement through the Honors Program. 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 MAT 241, MAT 242, or MAB 138.

MAT 144 - Applied Calculus II, Honors 3 semester hours
Pre-requisite: A grade of 'C' or better in MAT 143. 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 trigonometric, logarithmic and exponential functions; different techniques of integration. This course cannot be substituted for MAT 241, MAT 242, or MAB 138.

MAT 241- Calculus I with Analytic Geometry 3 semester hours
Pre-requisite: Appropriate score on the Bethune-Cookman mathematics placement test or a grade of "C" or higher in both MA 135 and 136, a grade of C or higher in both. MAT 143 and 144, or equivalent transfer credits in pre-calculus and trigonometry. Co-requisite: MATL 241 Calculus I Lab . This is a first course in Calculus designed to instill critical thinking skills and knowledge of the techniques of calculus. Topics include limits and continuity; derivatives; applications of derivatives; differentiation rules; mean value and intermediate value theorems; extrema; definition and interpretation of the integral; anti-derivatives; fundamental theorem of calculus.

MATL 241 - Calculus I Lab 1 semester hour
Co-requisite: MAT 241 Calculus I with Analytic Geometry. This is a lab course taken concurrently with MAT 241 Calculus I with Analytic Geometry. The emphasis is on problem solving.

MAT 242 - Calculus II with Analytic Geometry 3 semester hours
Pre-requisite: Appropriate score on the Bethune-Cookman mathematics placement test or a grade of C or higher in MA 241 or equivalent transfer credit. Co-requisite: MATL 242 Calculus II Lab. This is a second course in Calculus. Topics include methods of integration; applications of integration; sequences and series; differential equations; parametric equations and polar coordinates.

MATL 242 - Calculus II Lab 1 semester hour
Co-requisite: MAT 242 Calculus II with Analytic Geometry. This is a lab course taken concurrently with MAT 242 Calculus II with Analytic Geometry. The emphasis is on problem solving.

MAT 253 - Foundations of Mathematics 3 semester hours
Pre-requisites: A grade of "C" or higher in MAT 241 or equivalent or the consent of the instructor. This course is designed to be a bridge to higher level mathematics and to provide critical thinking and proof writing skills through topics such as set theory, algebra, real numbers, and real number topology. Axioms and proofs will be emphasized throughout.

MAT 260 - Practical Statistics 3 semester hours
Pre-requisite: A grade of "C" or higher in MAT 134 or MAT 135 or equivalent transfer credit or permission of the department chair. Introduction to probabilities, independence trails, functions on the sample space; approximations to the binomial distribution; elementary statistics;

applications to practical problems from science, social sciences, business, and everyday life, the collection, tabulation, organization and numerical properties of certain phenomena from known numerical properties of similar phenomena.

MAT 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 non-majors alike.

MAT 331 - Calculus III with Analytic Geometry 5 semester hours
Pre-requisite: A grade of C or higher in MA 242. Functions of several variables and their graphical representations; vectors; partial derivatives and gradients; optimization; multiple integration; polar, spherical, and cylindrical coordinate systems; curves; vector fields; line integrals; flux integrals.

MAT 332 - Advanced Calculus 3 semester hours
Pre-requisite: A grade of "C" or higher in MAT 331. Vector calculus: gradient, divergence, curl; differential operators in orthogonal curvilinear coordinates; line, surface, and volume integrals; Stokes and Green's Theorems; Fourier series; applications.

MAT 334 - Differential Equations 3 semester hours
Pre-requisite: A grade of "C" or higher in MAT 242. Methods of solution of ordinary differential equations; linear equations and systems of linear equations; methods which may include: operators, undetermined coefficients, variation of parameters, Laplace transforms, series solutions; and boundary value problems.

MAT 335 - Linear Algebra 3 semester hours
Pre-requisite A grade of "C" or higher in MAT 242. Uses of vectors and matrices in coordinate geometry, concept of linear independence, finite dimensional vector spaces, sub-space, basis, dimension, linear equations, and matrix manipulation.

MAT 337 - Probability and Statistics 3 semester hours
Pre-requisite: A grade of "C" or higher in MAT 242 or consent of instructor. Continuous sample space; limit theorems, stochastic processes, statistical inference, and statistical methods.

MAT 361 - Numerical Analysis I 3 semester hours
Pre-requisite: A grade of C or higher in MAT 242 and competence in a programming language suitable for numeric computations (such as C, C++, FORTRAN, JAVA, or PASCAL) or permission of the instructor. Root finding, interpolation and polynomial approximation, numerical differentiation and integration, direct and iterative methods for systems of linear equations.

MAT 362 - Numerical Analysis II 3 semester hours
Pre-requisite: A grade of "C" or higher in MAT 361, MAT 334 and MAT 335, or consent of the instructor. Approximation theory, numerical solutions of nonlinear systems, boundary value problems and initial value problems for ordinary differential equations.

MAT 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. MAT 390 may be waived for those students enrolled in the teacher education program who show proficiency in the competencies in this course.

MAT 395 - Cooperative Education/Field Experience 3-6 semester hours
Work, research, or internship experience at the junior level. Students must have a minimum cumulative grade point average of 3.0 and a minimum grade point average of 3.0 in mathematics. The department chair will determine semester hours credit after the details of placement have been made. The student must register for the course before beginning the internship.

MAT 411 - Mathematics Seminar 3 semester hours
Prerequisite: Consent of the instructor. Lectures in topics of current interest to be determined by the instructor based upon the needs and interests of the students. This course is generally offered in the fall semester.

MAT 412 - Mathematics Seminar 3 semester hours
Pre-requisite: Consent of the instructor. Lectures in topics of current interest to be determined by the instructor based upon the needs and interests of the students. This course is generally offered in the spring semester.

MAT 431 - Abstract Algebra I 3 semester hours
Prerequisite: A grade of "C" or higher in both MAT 331 and MAT 230. This course is an introduction to the basic concepts in abstract algebra. Topics in the two semester sequence include groups, subgroups, group homomorphisms, rings, ring homomorphisms, ideals, quotient rings, polynomial rings, and fields.

MAT 432 - Abstract Algebra II 3 semester hours
Pre-requisite: A grade of "C" or higher in MAT 431.This course is a continuation of MAT 431. Continuation topics include groups, subgroups, group homomorphisms, rings, ring homomorphisms, ideals, quotient rings, polynomial rings, and fields.

MAT 434 - Real Analysis I 3 semester hours
Pre-requisite: A grade of "C" or higher in both MAT 331 and MAT 230. This course is a rigorous treatment of elementary calculus. Topics in the two semester sequence include the completeness of the real numbers, sequences and series, limits and continuity, derivatives, integrals, the Fundamental Theorem of Calculus, sequences and series of functions, convergence, and uniform convergence.

MAT 435 - Real Analysis II 3 semester hours
Pre-requisites: A grade of "C" or higher in MA T434. This course is a continuation of MAT 434. Continuation topics include the completeness of the real numbers, sequences and series,

limits and continuity, derivatives, integrals, the Fundamental Theorem of Calculus, sequences and series of functions, convergence, and uniform convergence.

MAT 436 - Point Set Topology 3 semester hours
Prerequisite: A grade of "C" or higher in both MAT 331 and MAT 230This course is an introduction to topology. Course content includes such topics as topological spaces and their properties; compactness; connectedness; homeomorphisms; separation axioms; metric spaces.

MAT 437 - Complex Variables 3 semester hours
Pre-requisite: A grade of 'C' or better in MAT 230, MAT 331 and MAT 332, or consent of the instructor. Topics include fundamental properties of complex numbers, analytic functions differentiation and integration theorems, conformal mapping, Taylor and Laurent Series, applications to boundary values problems, residues.

MAT 495 - Cooperative Education/Field Experience 3-6 semester hours
Work, research, or internship experience at the senior level. Students must have a minimum cumulative grade point average of 3.0 and a minimum grade point average of 3.0 in mathematics. The department chair will determine semester hours credit after the details of placement have been made. The student must register for the course before beginning the internship.

MAT 499 - Senior Seminar 3 semester hours
Pre-requisite: Senior standing in mathematics. A 'C' or better in all 200 and 300-level required mathematics courses. Required of all senior mathematics and mathematics education majors. The aim of the seminar is to give the student experience in reading mathematical literature, formulating mathematical arguments and models, writing for publication, presenting mathematical ideas and in listening critically to the presentations of others. Each student works with a faculty advisor who guides the student in selecting project material. Students will meet frequently with their advisor to discuss the material studied. The student will write a senior paper on the topic and give a public presentation of their work. Students must also pass the senior comprehensive exam.

AREA OF PHYSICS

The Area of Physics is a non-degree granting area which provides service and support courses for completion of general education requirements for non-science majors and backgrounds in physics for students majoring in the sciences. A minor in physics is also offered (see the Area Coordinator for additional information).

See course descriptions on the next page

COURSE DESCRIPTIONS FOR PHYSICS

PH 224 - Introduction to Earth Science 3 semester hours
Pre-requisites: EN 132, MAT 132. 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 - Introduction to Astronomy 3 semester hours
Pre-requisite: EN 132 and MAT 132.The principles of physics are applied to gain knowledge about planets, stars, galaxies and the universe.

PH 230 - Physical Science 3 semester hours
Pre-requisite: EN 132 and MAT 131, MAT 132 or MAB 132. This lecture-demonstration-laboratory course is designed to provide non-science 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
Pre-requisite: EN 131 and MAT 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 everyday 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
Pre-requisite: MAT 135 and MAT 136. Co-requisite: PHL 241L Lecture/ laboratory course covering the 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.

PHL 241L - General Physics I Laboratory 0 semester hours
Pre-requisites: PH 241 and PH 241L. Co-requisite: PH 242. Laboratory course to be taken concurrently with PH 241. Includes experiments and demonstrations which support topics in the lecture portion of the course.

PH 242 - General Physics II 4 semester hours
Prerequisite: PH 241. Co-requisite: PHL 242LThis course is a continuation of PH 241. Topics include electrostatics, magnetism, geometrical and physical properties of light, and some topics in modern physics. This course includes a laboratory component.

PHL 242L - College Physics II Laboratory 0 semester hours
Pre-requisites: PH 241 and PH 241L. Co-requisite: PH 242. Laboratory course to be taken concurrently with PH 242. Includes experiments and demonstrations which support topics in the lecture portion of the course.

PH 251 - College Physics I 4 semester hours
Prerequisite: MAT 242. Co-requisite: PHL 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.

PHL 251L - College Physics I Laboratory 1 semester hour
Co-requisite: PH 251. 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
Pre-requisite: PH 251 and PH 251L. Co-requisite: 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.

PHL 252L - College Physics II Laboratory 1 semester hours
Pre-requisites: PH 251 and PH 251L. Co-requisite: PH 252. Laboratory course to be taken concurrently with PH 251 includes experiments in electricity, magnetism and light.

PH 320 - Mathematical Physics 3 semester hours
Prerequisite: MAT 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 430 - Biophysics 3 semester hours
Prerequisite: PH 252, PH 252L, BI 142 and CH 242Topics 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.

The School of Education offers a degree leading to the Bachelor of Science in Biology Education. The major is offered in cooperation with the School of Science, Engineering, and Mathematics.

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, government, and the criminal justice system.

OFFERINGS

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

   History
   International Studies
   Political Science
   Sociology

2. **Degree of Bachelor of Science in the following areas:**

   Criminal Justice
   Gerontology
   Psychology

3. **Minors in the following areas:**

   Africana Social Sciences
   Gerontology
   Criminal Justice History
   International Affairs
   International Studies
   Political Science
   Pre-Law
   Psychology
   Public Administration
   Social Work
   Sociology
   Women and Gender Studies

4. **Other Programs:**
   ROTC

ADMISSION REQUIREMENTS

Admission to all majors in the School of Social Sciences includes:

1. Application to the major
2. Candidate statement
3. A minimum grade point average of 2.5
4. Completed at least 39 college credit hours including EN 132, MA 132, & RE 260. A computer literacy course is also preferred (SS 150, SS 240, or CS 132).
5. A Candidate Disposition Form
6. 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 SS 150, SS 240 or CS 132.

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 is 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 to enroll in senior seminar.
16. A minimum GPA of 2.00 in major.

GENERAL SOCIAL SCIENCES COURSES

The School offers a number of general social sciences courses which may be taken by students from any of the major areas of study. The general social sciences courses are as follows:

SS 130 - Introduction to the Social Sciences
SS 150 - Computer Applications for the Social Sciences
SS 210 - Human Geography
SS 211 - Leadership Seminar
SS 212 - Leadership Seminar

SS 220 - Physical Geography
SS 230 - World Regional Geography
SS 239 - Statistics for Social Science Research
SS 240 - Introduction to Data Processing and Analysis
SS 250 - Introduction to Gender Studies
SS 300 - Pre-Law Orientation
SS 313 - Leadership Seminar
SS 333 - Techniques of Social Science Research
SS 337 - Topics in Legal Studies
SS 360 - Special Methods of Teaching Social Science
SS 390 - A, B, C, D - Study Abroad
SS 490 - A, B, C, D - Internship Abroad

COURSE DESCRIPTIONS FOR SOCIAL SCIENCES

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, spread sheeting, 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 - Leadership Seminar 1 semester hour
Using leadership principles as a foundation these courses are designed to prepare students in professional presence, career development, and graduate school.

SS 212 - Leadership Seminar 1 semester hour
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 3 semester hours
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 313 - Leadership Seminar 1 semester hour
Using leadership principles as a foundation these courses are designed to prepare students in professional presence, career development, and graduate school.

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 337 - Topics in Legal Studies 3 semester hours
An examination of selected topics and issues related to the American legal system from a social science perspective. Topics vary based on the instructor.

SS 390 A,B,C,D - Study Abroad 6,9,12,15 semester hours
Prerequisites: 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: Admitted to upper School. Designed to provide students with opportunities for practical experience in various international arenas.

DEPARTMENT OF CRIMINAL JUSTICE

The emphasis 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. Minors in criminal justice and pre-law are 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 General Education requirements.

Major Requirements

Pass all criminal justice courses with a grade of "C" or higher.

Criminal Justice Minor

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 University.

Course Requirements 18 hours

- CJ 131 - Introduction to Criminal Justice
- CJ 205 - Criminal Law
- CJ 216 - Criminal Procedure
- CJ 389 - Criminology
- CJ 461 - Juvenile Justice
- plus ONE elective

Pre-Law Minor

- Elective*

Course Requirements for Pre-Law Minor 18 credit hours

- EN240 Advanced Composition
- EN 250 Technical Report Writing
- CJ216 Criminal Procedure
- RP 239 Logic
- SS300 Pre-Law Orientation
- Open Elective (200 level or above)

***Notes:* *Choose one of the following for the above open elective requirement.**

- SS337 Topics in Legal Studies
- BA231 Micro Economics
- BA232 Macro Economics
- CJ 206 Ethics Crime and Justice
- HI 333 Survey of European History
- POL230 American Government
- POL236 State and Local Government
- POL335 American Constitutional Law
- PS 325 Abnormal Psychology
- SO344 Sociology of Deviant Behavior

Major Course Requirements for Criminal Justice

Pass all major courses with a grade of "C" or higher. Refer to the Vertical Curriculum below.

2010-2011 **School of Social Sciences**

Bethune-Cookman University

Criminal Justice: Total Semester Hours=120

Freshman Year

First Semester				Second Semester			
EN 131	**College English I**		**3**	**EN**	**132**	**College English II**	**3**
MAT 131	**Math for Liberal Arts**		**3**	**MAT**	**132**	**College Math**	**3**
SS 110	**Freshman Seminar I**		**1**	**SS**	**111**	**Freshman Seminar II**	**1**
HI 130	**African American History**		**3**	**BI**	**131**	**General Biology I**	**3**
____ ____	SS or SO Elective		3	**BIL**	**131**	**General Biology I Lab**	**0**
PE ____	**PE Activity***		**1**	CJ	131	Intro to Criminal Justice	3
				RE	**260**	**Critical Reading**	**3**
		Total	**14**			**Total**	**16**

Sophomore Year

First Semester				Second Semester			
SC 230	**Intro/Oral Communication**		**3**	**ML**	**____**	**Modern Language**	**3**
____ ____	**Science Elective****		**3**	**HU**	**____**	**Humanities*****	**3**
____ ____	Choose: SS 150, 240, or CS		3	**RP**	**____**	**Elective 200-300 Level**	**3**
CJ ____	CJ Elective (200 Level)		3	CJ	205	Criminal Law	**3**
____ ____	Required Elective		3	____	____	Required Elective	3
		Total	**15**			**Total**	**15**

Junior Year

First Semester				Second Semester			
CJ 216	Criminal Procedure		3	CJ	337	Law Enforcement	3
SS 239	Intro to Statistics		3	CJ	389	Criminology	3
CJ 327	Corrections		3	SS	333	Soc. Science Research	3
CJ ____	CJ Elective (200 Level)		3	CJ	____	CJ Elective (300 Level)	3
____ ____	Required Elective		3	____	____	Required Elective	3
		Total	**15**			**Total**	**15**

Senior Year

First Semester				Second Semester			
CJ 461	Juvenile Justice		3	CJ	499	Senior Seminar in CJ	3
CJ 492	Research in Criminal Justice		3	CJ	____	CJ Elective (300-400 Level)	3
CJ ____	CJ Elective (300 Level)		3	CJ	____	CJ Elective (300-400 Level)	3
CJ ____	CJ Elective (300-400 Level)		3	CJ	____	CJ Elective (300-400 Level)	3
____ ____	Required Elective		3	____	____	Required Elective	3
		Total	**15**			**Total**	**15**

General Education Courses are in Bold

All students MUST see an Academic Advisor to review the details of the vertical curriculum and prerequisite requirements.

MARCHING BAND MEMBERS ONLY, MUST substitute PE Activity with MUB 110 Marching Band.

ROTC MEMBERS ONLY, substitute PE Activity with MY 104 Basic Military Science and MYL 104 Basic Military Science Lab. (ROTC)

*** Choose ONE from PH 230 Physical Science, CH 131 General Chemistry, or ES 130 Introduction to Environmental Science.***

**** Choose ONE from HU 231 Ancient to Medieval Humanities, HU 232 Renaissance to early Romantic Era Humanities, or HU 233 Romanticism to Contemporary Humanities.***

(All CJ courses require a passing grade of "C" or above)

COURSE DESCRIPTIONS FOR 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
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
Deals with various aspects of basic and legal issues in private and homeland security.

CJ 233 - Substance Abuse 3 semester hours
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
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
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
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
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 - International Criminal Justice 3 semester hours
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
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
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
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/Internship 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 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, and (b) acquired 100 semester hours or more. 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 GERONTOLOGY

The Department of Gerontology offers the Bachelor of Science in gerontology.

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 gerontology 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 Bachelor of Science degree prepares students for employment in community and government agencies, retirement communities, and the aging network of agencies.

Gerontology Minor

The minor consists of 18 hours, all of which must be completed at Bethune-Cookman University.

Course Requirements

Gerontology 9 hours

- GR 310 - Cellular and Physiologic Aspects of Aging
- GR 335 - Minority Aging
- GR 390 - Psychology of Aging

Gerontology Practicum 6 hours

- GR 490 - Gerontology Practicum

Sociology 3 hours

- SOG 337 - Death and Dying

Major Requirements

A grade of “C” or higher must be earned in all major courses. Refer to the Vertical Curriculum.

2010-2011 **School of Social Sciences**

Bethune-Cookman University

Gerontology: Total Semester Hours=120 (Non-Science Vertical Curriculum)

Freshman Year

First Semester			Second Semester			
EN 131	**College English I**	**3**	**EN 132**	**College English II**		**3**
MAT 131	**Math for Liberal Arts**	**3**	**MAT 132**	**College Math**		**3**
BI 131	**General Biology I**	**3**	**HI 130**	**African American History**		**3**
SS 110	**Freshman Seminar I**	**1**	**SS 111**	**Freshman Seminar II**		**1**
SO 131	Intro to Sociology	3	**PE ____**	**PE Activity***		**1**
ML 131	**Modern Language**	**3**	**ML 132**	**Modern Language**		**3**
			RP ____	**Religion & Philosophy**		**3**
	Total	**16**			**Total**	**17**

Sophomore Year

First Semester			Second Semester			
SC 230	**Intro/Oral Communication**	**3**	SS 239	Statistics for Social Science Research		3
HU 231-233	**Humanities****	**3**	PS 230	Intro to Psychology		3
PH 230	**Physical Science**	**3**	CS 132	Computer Applications **or**		3
RE 260	**Critical Reading**	**3**	SS 150	Computer Appl. for the Soc. Sci **or**		
GR 231	Intro to Gerontology	3	SS 240	Intro/Data Processing and Analysis		
			SOG 235	Sociology of Aging		3
			GR 230	Nutrition		3
	Total	**15**			**Total**	**15**

Junior Year

First Semester			Second Semester			
GR 310	Biology of Aging	3	PSA 440	Psychology of Aging		3
GR 335	Minority Aging	3	GR ____	Gerontology Elective		3
SS 333	Techniques	3	GR ____	Gerontology Elective		3
SOG 337	Death & Dying	3	RP 230	Ethics		3
____ ____	Required Elective	3	____ ____	Required Elective		3
	Total	**15**			**Total**	**15**

Senior Year

First Semester			Second Semester			
____ ____	Cognate Elective	3	GR 490	Ger. Practicum (6 hours required)		6-12
____ ____	Gerontology Elective	3	GR 499	Senior Seminar		3
____ ____	Free Elective	3	____ ____	Free Elective		3
____ ____	Free Elective	3				
____ ____	Free Elective	3				
	Total	**15**			**Total**	**12**

General Education Courses are in Bold.
All students MUST see an Academic Advisor to review the details of the vertical curriculum and prerequisite requirements.
MARCHING BAND MEMBERS ONLY, MUST substitute PE Activity with MUB 110 Marching Band.
ROTC MEMBERS ONLY, substitute PE Activity with MY 104 Basic Military Science and MYL 104 Basic Military Science Lab. (ROTC)
*** Choose ONE from HU 231 Ancient to Medieval Humanities, HU 232 Renaissance to early Romantic Era Humanities, or HU 233 Romanticism to Contemporary Humanities.***

COURSE DESCRIPTIONS FOR GERONTOLOGY

GR 230 - 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 non-well elderly.

GR 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 - 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 non-well 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 community/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 non-well 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, 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.

DEPARTMENT OF HISTORY

The Department of History offers a degree program leading to the Bachelor of Arts in History. Students may also minor in History or Africana Social Sciences.

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 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.

NOTE: The School of Education offers a degree program in social studies education, which certifies graduates to teach history and other social sciences at the secondary school level.

Africana Social Sciences Minor

Course Requirements 18 hours

- HI 234 - African-American History Since 1865
- HI 250 - Survey of African History
- HI337 - Topics in Africana History
- HI 420 - Contemporary African Studies

Electives 6 hours
Choose any two of the following:

- EN 320 - Black American Literature
- HI 233 - African-American History to 1865
- HI 325 - History of Women in Contemporary Africa

- HI 335 - History of West Africa
- HI 336 - History of East Africa
- HU 345 - Classical African Civilizations
- POL 331 - Politics of Black Americans
- PS 337 - African/Black Psychology
- RP 435 - Black Church/Black Theology
- TA 402 - Black American Drama

History Minor

Course Requirements: 18 hours

Required Courses (12 hours)

- HI 131 - Survey of World History
- HI 231 - United States History to 1865
- HI 232 - United States History Since 1865
- HI 333 - Survey of European History

History Electives (6 hours)

Students may take any two additional history courses listed in the catalog, with the exception of HI 130.

2010-2011 **School of Social Sciences**

Bethune-Cookman University

History: Total Semester Hours=120 (Non-Science Vertical Curriculum)

Freshman Year

First Semester			Second Semester			
EN 131	**College English I**	**3**	**EN**	**132**	**College English II**	**3**
MAT 131	**Math for Liberal Arts**	**3**	**MAT**	**132**	**College Math**	**3**
SS 110	**Freshman Seminar I**	**1**	**SS**	**111**	**Freshman Seminar II**	**1**
HI 130	**African American History**	**3**	**BI**	**131**	**General Biology I**	**3**
RP ____	**Religion & Philosophy (200/300 Level)**	**3**	**BIL**	**131**	**General Biology Lab I**	**0**
ML 131	**Modern Language**	**3**	**HU**	**____**	**Humanities****	**3**
PE ____	**Physical Ed. Activity***	**1**	**RE**	**260**	**Critical Reading**	**3**
	Total	**17**			**Total**	**16**

Sophomore Year

First Semester			Second Semester			
HI 131	World History I	3	HI	132	World History II	3
HI 231	U.S History to 1865	3	**SC**	**230**	**Intro/Oral Communication**	**3**
HI 260	Historiography & Hist. Methods	3	HI	232	U.S History Since 1865	3
HI 233	African Am History to 1865 **or**	3	ML	132	Modern Language **or**	3
HI 234	African Am History Since 1865 **or**		SS	239	Statistics for SS Research	
____ ____	Minor Course requirement		**PH**	**230**	**Physical Science**	**3**
SS 150	Computer Apps for Soc. Science	3				
	Total	**15**			**Total**	**15**

Junior Year

First Semester			Second Semester			
POL 230	American Government **or**	3	HI	320	History of Women in the U.S **or**	3
EN 320	Black American Literature **or**		HI	325	History of Women in Contemp. Africa	
____ ____	Minor Course Requirement		____	____	**or** Minor Course Requirement	
HI 235	Florida History **or**	3	HI	337	Topics in History **or**	3
____ ____	Minor Course Requirement		____	____	Minor Course Requirement	
HI 250	Survey of African History	3	HI	353	Modern Asian Studies	3
SS 210	Human Geography **or**	3	HI	253	Oral History	3
SS 220	Physical Geography		HI	334	Europe II	3
HI 333	Europe I	3				
	Total	**15**			**Total**	**15**

Senior Year

First Semester			Second Semester			
HIA 337	Topics in Africana History **or**	3	HI	336	History of East Africa	3
HI 490	Field Experience **or**		HI	420	Contemporary African Studies	3
____ ____	Minor Course Requirement		HI	405	Environmental History	3
HI 335	History of West Africa	3	HI	499	Senior Seminar	3
HI 338	Recent U.S. History: 1929 to present	3				
HI 431	History of Latin Am & Caribbean	3				
HI 480	Historical Research	3				
	Total	**15**			**Total**	**12**

General Education Courses Are in Bold

All students MUST see an Academic Advisor to review the details of the vertical curriculum and prerequisite requirements.

MARCHING BAND MEMBERS ONLY, MUST substitute PE Activity with MUB 110 Marching Band.

ROTC MEMBERS ONLY, substitute PE Activity with MY 104 Basic Military Science and MYL 104 Basic Military Science Lab. (ROTC)

*** Choose ONE from HU 231 Ancient to Medieval Humanities, HU 232 Renaissance to early Romantic Era Humanities, or HU 233 Romanticism to Contemporary Humanities.***

COURSE DESCRIPTIONS FOR 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 - World History I 3 semester hours
A survey of the development of the great civilizations, based on a global perspective from the ancient era to the Renaissance.

HI 132 - World History II 3 semester hours
A survey of the development of the great civilizations, based on a global perspective from the Renaissance to 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 non-history 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 - Europe I: From Mid 18th Century to 1890 3 semester hours
Prerequisites: EN 131, 132, RE 260. A study of the causes, highlights and consequences of the French Revolution; the Napoleonic Era; the Industrial Revolution; and other main social, political and economic themes from 1815 to 1890 such as nationalism, colonialism, socialism and Social Darwinism.

HI 334: Europe II: From 1890 to the Present 3 semester hours
Prerequisites: EN 131, 132, RE 260. A study emphasizing the powers and general aspects of Europe from 1890 to 1914; the origin, nature and results of the First World War; the 1920's; the Great Depression; the advent and dual aspects of Nazism and Communism; the causes, nature and results of the Second World War; Cold War Europe; and the European Unification Movement.

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.

HIA 337 - Topics in Africana History 3 semester hours
Pre-requisites: EN 131, 132; RE 260; HI 130. This course is designed to discuss topics of a multidisciplinary nature, taken from an historical perspective, specific to the African experience in the Diaspora. Topics vary from semester to semester, and include an historical analysis of key events, trends and personalities in the history of the African Diaspora. HI 338 is open to all eligible students who meet the listed prerequisites and is required for the Minor in Africana Social Sciences.

HI 338: Recent History of the United States–1929 to Present 3 semester hours
Prerequisites: EN 131, 132, RE 260. A study of the Great Depression and New Deal, World War II, the Cold War, the Korean and Vietnam conflicts, the reform and protest movements of the 1960's, and contemporary events.

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 405: Environmental History 3 semester hours
Prerequisites: EN 131, 132, RE 260. An exploration of the interaction of humans with their environment over time. Emphasis will be placed on both the way humans have affected the environment and the way the environment has affected people and their civilizations.

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 and core requirements for history major. 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 3-12 semester hours
Prerequisites: EN 131, 132, RE 260. Students must have a minimum cumulative grade point average of 2.00. This course offers students the opportunity to gain practical experience in various fields that employ the history degree through a supervised program of study. Offered in 3, 6, 9 and 12 semester hour increments.

HI 499 - Senior Seminar in History 3 semester hours
Prerequisite: All general education requirements and core requirement for history major. This course involves directed readings, discussion and individual student research, in which all History majors must apply the methods of historical research in order to produce an original research thesis, submitted in writing and culminating in an oral defense. Students must also pass a comprehensive exit exam, testing basic historical competencies.

DEPARTMENT OF INTERNATIONAL STUDIES

The Department of International Studies is an interdisciplinary program of studies in the social sciences, business and the humanities. 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/ International Affairs

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 University.

Major Requirements

A total of 66 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.

INTERNATIONAL STUDIES MINOR

Course Requirements: 24 hours

- ML 231
- ML 232
- BA 231 - Micro Economics
- BA 232 - Macro Economics
- INT 131 - Introduction to International Studies
- MG 470 - International Management
- POL 440 - International Political Economy
- SS 210 - Human Geography

Major Requirements: Refer to the vertical Curriculum on the nest page.

2010-2011 **School of Social Sciences**

Bethune-Cookman University

International Studies/ International Affairs: Total Semester Hours=123

Freshman Year

First Semester				Second Semester			
EN 131	**College English I**		**3**	**EN**	**132**	**College English II**	**3**
MAT 131	**Math for Liberal Arts**		**3**	**MAT**	**132**	**College Math**	**3**
SS 110	**Freshman Seminar I**		**1**	**SS**	**111**	**Freshman Seminar II**	**1**
HI 130	**African American History**		**3**	**BI**	**131**	**General Biology I**	**3**
INT 131	Intro to International Studies		3	**BIL**	**131**	**General Biology I Lab**	**0**
PE ____	**PE Activity***		**1**	**ML**	**132**	**Modern Language**	**3**
ML 131	**Modern Language**		**3**	SS	150	Computer Application	3
		Total	**17**			**Total**	**16**

Sophomore Year

First Semester				Second Semester			
PH 224	**Earth Science**		**3**	SS	210	Human Geography	**3**
SC 230	**Intro/Oral Communication**		**3**	**HU**	**____**	**Humanities****	**3**
RE 260	**Critical Reading**		**3**	INT	341	International Development	3
POL 130	Intro to Political Science		3	**RP**	**____**	**Elective 200-300 Level**	**3**
____ ____	Elective		3	POL	340	Third World Politics	3
		Total	**15**			**Total**	**15**

Junior Year

First Semester			Second Semester			
SS 239	Statistics for Social Science Research	3	HI	335	History of West Africa **or**	3
ML 231	Modern Language	3	HI	336	History of East Africa	
INT 330	International Politics	3	BA	232	Principles of Economics II	3
INT 343	International Diplomacy	3	POL	352	Foreign Policy of Emerging Nations	3
BA 231	Principles of Economics I	3	ML	232	Modern Language	3
			SS	333	Social Science Research	3
	Total	**15**			**Total**	**15**

Senior Year

First Semester			Second Semester			
HI 431	History Latin America/ Caribbean	3	____	____	Elective: POL, INT, HI	3
POL 336	Comparative Politics	3	INT	499	Intl. Studies Senior Seminar	3
HI 333	European History	3	POL	440	Intl. Political Economy	3
INT 342	Global Policy Writing	3	MG	470	Intl. Management	3
INT 400	Topics, Writing & Research in International Studies	3	POL	230	American Government	3
	Total	**15**			**Total**	**15**

General Education Courses are in Bold.

All students MUST see an Academic Advisor to review the details of the vertical curriculum and prerequisite requirements.

MARCHING BAND MEMBERS ONLY, MUST substitute PE Activity with MUB 110 Marching Band.

ROTC MEMBERS ONLY, substitute PE Activity with MY 104 Basic Military Science and MYL 104 Basic Military Science Lab. (ROTC)

*** Choose ONE from HU 231 Ancient to Medieval Humanities, HU 232 Renaissance to early Romantic Era Humanities, or HU 233 Romanticism to Contemporary Humanities.***

International Studies Electives:
INT/POL 350 Transnational Concerns | POL 351 American Foreign Policy | HI 353 Modern Asian Studies | HI 335 History of West Africa | HI 336 History of East Africa

COURSE DESCRIPTIONS FOR 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, RE 260 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.

In addition to the Major 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.

International Affairs Minor
Requirements : 18 hours

- POL 330 - International Politics
- POL 336 - Comparative Politics
- POL 340 - Third World Politics
- POL 350 - Transnational Concerns
- POL 351 - American Foreign Policy
  and
- POL 420 - Contemporary African Studies

Political Science Minor
Requirements : 18 hours

Political Science

- Nine (9) semester hours of political science electives
  and
- POL 130 - Introduction to Political Science
- POL 230 - American Government
- POL 236 - State and Local Government

Public Administration Minor
Requirements 18 hours

Public Administration

- Nine (9) semester hours in political science electives
  and
- POL 237 Introduction to Public Administration
- POL 334 Public Personnel Administration
- POL 337 Public Policy Analysis

Major Requirements: Refer to the Vertical Curriculum on the next page

2010-2011 School of Social Sciences

Bethune-Cookman University

Political Science: Total Semester Hours=123

Freshman Year

First Semester				Second Semester			
EN 131	**College English I**	**3**		**EN 132**	**College English II**		**3**
MAT 131	**Math for Liberal Arts**	**3**		**MAT 132**	**College Math**		**3**
SS 110	**Freshman Seminar I**	**1**		**SS 111**	**Freshman Seminar II**		**1**
HI 130	**African American History**	**3**		**BI 131**	**General Biology I**		**3**
RP ____	**Religion & Philosophy (200/300 level)**	**3**		**BIL 131**	**General Biology I Lab**		**0**
SS 130	Introduction to Social Science	3		POL 130	Introduction to Political Science		3
PE ____	**Physical Ed. Activity***	**1**		**RE 260**	**Critical Reading**		**3**
	Total	**17**				**Total**	**16**

Sophomore Year

First Semester				Second Semester			
ML 131	**Modern Language**	**3**		**HU ____**	**Humanities*** **		**3**
SC 230	**Intro/Oral Communication**	**3**		POL 237	Introduction to Public Admin		3
____ ____	**Natural Science** **	**3**		POL ____	POL Elective		3
POL 236	State & Local Government	3		POL ____	POL Elective		3
POL 230	American Government	3		POL ____	POL Elective		3
	Total	**15**				**Total**	**15**

Junior Year

First Semester				Second Semester			
SS 240	Intro/Data Processing and Analysis **or**	3		POL 330	International Politics		3
SS 150	Intro to Computer Applications			POL ____	Elective		3
SS 239	Statistics for Social Science Research	3		____ ____	General Elective		3
POL 336	Comparative Politics	3		____ ____	General Elective		3
POL 335	American Constitution Law	3		____ ____	General Elective		3
POL ____	POL Elective	3					
	Total	**15**				**Total**	**15**

Senior Year

First Semester				Second Semester			
POL 431	Political Science Research	3		POL 499	Senior Seminar		3
POL 436	Political Science Theory	3		POL 490	Field Experience (6 hours required)		6-15
____ ____	General Elective	3					
____ ____	General Elective	3					
	Total	**12**				**Total**	**18**

General Education Courses are in Bold.

All students MUST see an Academic Advisor to review the details of the vertical curriculum and prerequisite requirements.

MARCHING BAND MEMBERS ONLY, MUST substitute PE Activity with MUB 110 Marching Band.

ROTC MEMBERS ONLY, substitute PE Activity with MY 104 Basic Military Science and MYL 104 Basic Military Science Lab. (ROTC)

*** Choose ONE from PH 230 Physical Science, CH 131 General Chemistry, or ES 130 Introduction to Environmental Science.***

**** Choose ONE from HU 231 Ancient to Medieval Humanities, HU 232 Renaissance to early Romantic Era Humanities, or HU 233 Romanticism to Contemporary Humanities***

COURSE DESCRIPTIONS FOR 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 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
Prerequisites: EN131, 132, RE 260. 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 before taking this course.

DEPARTMENT OF PSYCHOLOGY

Bachelor of Science in Psychology

The Bachelor of Science degree program in Psychology focuses on the scientific study of behavior as it is influenced by physical, cognitive, emotional, and environmental factors, and includes the analysis of behavior problems and disorders. This comprehensive program of study emphasizes instruction in the principles of the subfields of psychology which include developmental, abnormal, counseling, personality, measurement, and research methodology in psychology. Students complete a senior empirical research thesis which prepares them for success in graduate programs of their choice. Programs often include social work, public health, business, sports, law, human services, mental health counseling and psychiatric services. A required Field Experience in which they volunteer at local mental health agencies often gives students an advantage in obtaining entry-level employment with the agencies.

Psychology Minor
Requirements : 18 hours

- Select any 2 three-hundred level psychology courses offered at Bethune-Cookman University
  and
- PS 230 - Introduction to Psychology
- PS 236 - Developmental Psychology
- PS 322 - Adolescent Psychology
- PS 330 – Social Psychology

Major Requirements: Refer to Vertical Curriculum on the next page

2010-2011 **School of Social Sciences**

Bethune-Cookman University

Psychology: Total Semester Hours=120

Freshman Year

First Semester				Second Semester			
SS 110	**Freshman Seminar I**		**1**	**SS**	**111**	**Freshman Seminar II**	**1**
EN 131	**College English I**		**3**	**EN**	**132**	**College English II**	**3**
MAT 131	**Math for Liberal Arts**		**3**	PS	236	Developmental Psychology	3
PS 230	Intro to Psychology		3	**MAT**	**132**	**College Math**	**3**
RP 200	**Religion & Philosophy**		**3**	CJ	131	Intro to Criminal Justice	3
ML 131	**Modern Language**		**3**	**ML**	**132**	**Modern Language**	**3**
PE 111	**Physical Ed. Activity***		**1**				
		Total	**17**			**Total**	**16**

Sophomore Year

First Semester				Second Semester			
HU 231	**Humanities**		**3**	CS	132	Computer Applications **or**	3
BI 131	**General Biology I**		**3**	SS	240	Intro/Data Processing and Analysis	
BIL 131	**General Biology I Lab**		**0**	**PH**	**230**	**Physical Science**	**3**
EN 240	Advanced Composition		3	**SC**	**230**	**Intro/Oral Communication**	**3**
SO 131	Introduction to Sociology		3	PS	330	Social Psychology **or**	3
RE 260	**Critical Reading**		**3**	SO	230	Social Psychology	
				HI	**130**	**African American History**	**3**
		Total	**15**			**Total**	**15**

Junior Year

First Semester				Second Semester			
PS 325	Abnormal Psychology		3	PS	332	Personality Theories	3
PS 322	Adolescent Psychology		3	PS	340	Psychological Measurement	3
PS 328	Educational Psychology		3	PS	337	African/Black Psychology	3
____ ____	Minor Elective (200 level or higher)		3	____	____	Minor Elective (200 level or higher)	3
PS 338	Research Methods in Psychology		3	____	____	Minor Elective (200 level or higher)	3
		Total	**15**			**Total**	**15**

Senior Year

First Semester				Second Semester			
PS 420	Counseling Psychology		3	PS	499	Senior Thesis Research	3
PS 428	Physiological Psychology		3	PS	490	Field Experience	6
PS 430	Statistics for Psychological Research		3	____	____	Minor Elective (200 level or higher)	3
PS 443	Industrial/Organizational Psychology		3				
PS 444	Human Sexuality		3				
		Total	**15**			**Total**	**12**

General Education Courses are in Bold.

All students MUST see an Academic Advisor to review the details of the vertical curriculum and prerequisite requirements.

MARCHING BAND MEMBERS ONLY, MUST substitute PE Activity with MUB 110 Marching Band.

ROTC MEMBERS ONLY, substitute PE Activity with MY 104 Basic Military Science and MYL 104 Basic Military Science Lab. (ROTC)

Psychology requires 6 Hrs of Modern Language and Electives that can be used as a minor.

COURSE DESCRIPTIONS FOR PSYCHOLOGY

PS 230 - Introduction to Psychology 3 semester hours
This is a survey of major psychological concepts, principles, and theories including methods of research into the scientific study of human behavior and mental processes.

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 330 - Social Psychology 3 semester hours
A study of the ways in which the behavior of the individual is influenced by groups in society.

PS 322 - Adolescent Psychology 3 semester hours
Prerequisite: PS 230, PS 236. A study of the challenges, difficulties and strengths of the adolescence phase of development. Current issues which include biological, cognitive, and social development are covered and interwoven with educational, vocational, sexuality, peer group, family and minority cultures. Strategies of working with adolescents in school and counseling centers are also discussed.

PS 325 - Abnormal Psychology 3 semester hours
Prerequisite: PS 230, PS 236. This is a study of common mental and behavioral disorders including the causes, classification, and treatment of these disorders. The impacts of these disorders on contemporary society are also discussed.

PS 328 - Educational Psychology 3 semester hours
Prerequisite: PS 236.This is a survey course which introduces the student to broad substantive areas related to the study of psychology in education. It involves the knowledge and application of psychological principles in educational settings and their effect on learners and teachers within these settings.

PS 332 - Personality Theories 3 semester hours
Prerequisite: PS 230, PS 236 This course introduces the student to varied theories of personality including the philosophy, the development of the theory, the research methodology and the assessment. Interpretation of the theory and therapeutic approaches are also discussed.

PS 337 - African/Black Psychology 3 semester hours
A critical examination of psycho-cultural forces that have helped to shape and determine the thought, styles, and behavior of African/Black Americans, and a study of the theories, research and writings of Black psychologists.

PS 338 - Research Methods in Psychology 3 semester hours
Prerequisite: PS 230, PS 236. This course provides an in-depth study of the basic methodology in psychological research. The scientific method and its application to empirical research will be studied through the analysis of scholarly research literature and individual student empirical research projects.

PS 340 - Psychological Measurement 3 semester hours
Prerequisite: 200 and 300 levels in psychology. This course introduces the student to the essentials of testing and assessment in both educational and counseling settings. The principles of test development which include test validity, test reliability, and test score interpretation are studied. Commonly used assessment techniques in counseling are also covered and include the preparation of a client assessment report.

PS 420 - Counseling Psychology 3 semester hours
Prerequisite: Successful completion of all 300 levels in psychology. This course provides an overview of contemporary theories of counseling with an emphasis on the practical applications associated with each orientation. A theoretical approach as well as supervised applied experience in the fundamental skills of individual and group counseling are presented.

PS 428 - Physiological Psychology 3 semester hours
Prerequisite: PS 325. This is a study of the brain, nervous and endocrine systems and their roles in learning, personality, and behavior.

PS 430 - Statistics in Psychological Research 3 semester hours
Prerequisites: PS 338, PS 340. This is a continuation course which presents statistical techniques used with psychological research methodology. In addition to the computation of descriptive, correlational, and some inferential statistics, students will learn the application and interpretation of these statistics in empirical research.

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
This course combines both the developmental and topical approaches to the study of women.

PS 443 - Industrial/Organizational Psychology 3 semester hours
Prerequisite: PS 336, 340.This is a study of the application of the methods 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
Prerequisite: PS 428. An examination of the role of sexuality in the lives of children, adolescents, young and older adults in different cultural contexts**.**

PS 445 - Community Psychology 3 semester hours
This course 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 6 semester hours
Prerequisite: Consent of the Department Head. This course is for seniors in psychology and is taken only once. It is designed to provide students with practical experiences in clinical services provided by private, city, and state agencies in the Daytona Beach area. Submission of weekly progress reports, and weekly journals in the format provided, and signed by the supervisor, a portfolio, and reaction/reflection paper are required. The Department Head keeps in contact with the Field supervisor to monitor the progress of the student.

PS 499 - Senior Thesis Research 3 semester hours
Prerequisites: Successful completion of ALL core psychology courses. This course focuses on the practical application of the scientific method in psychological research, leading to the written and oral presentation of the bachelor's thesis in psychology. Students are also required to pass the senior comprehensive exit exam to be successful in this course.

DEPARTMENT OF SOCIOLOGY

The Department of Sociology offers the following major, and three minors: a Bachelor of Arts in sociology, a minor in sociology, a minor in social work, and a minor in women and gender studies.

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.

In addition to promoting the development of critical thinking skills, practical knowledge and competency, and an appreciation of human differences and commonalities, the sociology curriculum is designed to develop in students an integrated sense of identity and civic responsibility.

Social Work Minor

The minor consists of 21 hours, all of which must be completed at Bethune-Cookman University.

Course Requirements: 21 hours

Sociology 15 hours

- SO 231 - Introduction to Social Welfare
- SO 235 - Marriage and Family
- SO 332 - Social Casework Processes
- SO 432 - Community Organization
- SO 435 - Groups and Group Behavior

Political Science 3 hours

- POL 338 - Administration of Social Services

Criminal Justice 3 hours

- CJ 461 - Juvenile Justice

Sociology Minor

The minor consists of 18 hours, all of which must be completed at Bethune-Cookman University.

Course Requirements 18 hours

Sociology 18 hours

- Six (6) semester hours from the Major Sociology Electives
  and
- SO 131 - Introduction to Sociology
- SO 235 - Marriage and Family
- SO 234 - Sociology of World Societies
- SO 436 - Sociological Theory

Women and Gender Studies Minor

The minor consists of 18 hours, all of which must be completed at Bethune-Cookman University.

Course Requirements: 18 hours

Social Sciences 3 hours

- SS 250 - Introduction to Gender Studies

Psychology 3 hours

- PS 444 - Human Sexuality

Any four (4) of the following for a total of 12 hours

- CJ 320 - Women and the Criminal Justice System
- EN 335- Women in Literature
- HI 320 - History of Women in the United States
- HI 325 - History of Women in Contemporary Africa
- PS 442 - Psychology of Women
- POL 353 - Women in Politics

Major Requirements: A grade of C or better is required in all major courses

2010-2011 **School of Social Sciences**

Bethune-Cookman University

Sociology: Total Semester Hours=120

Freshman Year

First Semester			Second Semester		
EN 131	**College English I**	**3**	**EN 132**	**College English II**	**3**
MAT 131	**Math for Liberal Arts**	**3**	**MAT 132**	**College Math**	**3**
SS 110	**Freshman Seminar I**	**1**	**SS 111**	**Freshman Seminar II**	**1**
HI 130	**African American History**	**3**	**BI 131**	**General Biology I**	**3**
ML 131	**Modern Language**	**3**	**BIL 131**	**General Biology I Lab**	**0**
SO 131	Introduction to Sociology	3	SO 235	Marriage and Family	3
PE ____	**Physical Ed. Activity***	**1**	**RE 260**	**Critical Reading**	**3**
	Total	**17**		**Total**	**16**

Sophomore Year

First Semester			Second Semester		
SC 230	**Intro/Oral Communication**	**3**	**HU ____**	**Humanities*** **	**3**
PH 230	**Physical Science** **	**3**	SO 234	Sociology of World Societies	3
SS 239	Statistics for Social Sciences	3	SOG 230	Medical Sociology**** **or**	3
SOG 235	Sociology of Aging**** **or**	3	SS 240	Intro/Data Processing and Analysis	
SO 231	Introduction to Social Welfare		SO 132	Social Problems**** **or**	3
CS 132	Computer Applications I **or**	3	SS 250	Intro to Gender Studies****	
SS 150	Intro to Computer Applications		PS 230	Introduction to Psychology	3
	Total	**15**		**Total**	**15**

Junior Year

First Semester			Second Semester		
SS 333	Techniques of Social Science Research	3	SO 230	Social Psychology****	3
SO 339	Social Stratification**** **or**	3	SO 331	Demography**** **or**	3
SOG 337	Death & Dying		SO 432	Community Organization	
SO 439	Race & Ethnicity**** **or**	3	SO 344	Soc.of Deviant Behavior**** **or**	3
SO 435	Groups & Group Behavior		SO 332	Social Casework Processes	
____ ____	Elective (Minor or Recommended)	3	____ ____	Elective (Minor or Recommended)	3
____ ____	Elective (Minor or Recommended)	3	____ ____	Elective (Minor or Recommended)	3
	Total	**15**		**Total**	**15**

Senior Year

First Semester			Second Semester		
SO 436	Sociological Theories	3	SO 499	Senior Seminar	3
SO 438	Urban Sociology****	3	SO 490	Field Experience (6-15 Credits)	9
RP ____	**Elective (200-300 Level)**	**3**			
____ ____	Elective (Minor or Recommended)	3			
____ ____	Elective (Minor or Recommended)	3			
	Total	**15**		**Total**	**12**

General Education Courses are in Bold.

All students MUST see an Academic Advisor to review the details of the vertical curriculum and prerequisite requirements.

MARCHING BAND MEMBERS ONLY, MUST substitute PE Activity with MUB 110 Marching Band.

ROTC MEMBERS ONLY, substitute PE Activity with MY 104 Basic Military Science and MYL 104 Basic Military Science Lab. (ROTC)

*** Choose ONE from PH 230 Physical Science, CH 131 General Chemistry, or ES 130 Introduction to Environmental Science.***

**** Choose ONE from HU 231 Ancient to Medieval Humanities, HU 232 Renaissance to early Romantic Era Humanities, or HU 233 Romanticism to Contemporary Humanities.***

***** Alternate Major (Sociology) Elective may be taken.***

MAJOR ELECTIVES

24 Credit hours of SOCIOLOGY ELECTIVES are required

and at least 1 course must be taken from each of the following groups

Group 1 The Individual & Society	Group 2 Societal Problems	Group 3 Social Process	Group 4 Social Organizations
SO 230 Social Psychology	*SO 132 Social Problems*	*SO 331 Demography*	*SO 231 Introduction to Social Welfare*
SO 235 Sociology of Aging	*SO 332 Social Casework Processes*	*SO 339 Social Stratification*	*SOG 230 Medical Sociology*
SOG 337 Death & Dying	*SO 344 Sociology of Deviant Behavior*	*SO 435 Groups and Group Behavior*	*SO 432 Community Organization*
SO 250 Introduction to Gender Studies	*SO 439 Race & Ethnicity*	*SO 434 Special Topics*	*SO 438 Urban Sociology*
SO 434 Special Topics	*SO 434 Special Topics*		*SO 434 Special Topics*

COURSE DESCRIPTIONS FOR SOCIOLOGY

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.

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 234 - Sociology of World Societies **3 semester hours**
A study of varying global societies in a sociological context with an emphasis on the development of culture through social interaction, communication, societal structure, and social institutions.

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.

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 socio-cultural 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.

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 hour 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, 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.

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.

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.

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.

AIR FORCE ROTC

The United States Air Force offers Air Force ROTC courses at Embry-Riddle Aeronautical University (ERAU). The procedures for registering for ROTC courses are the same as registering for any other Bethune- Cookman University course. The student simply signs up for the ROTC course during registration. Transportation will be provided from Bethune-Cookman 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 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 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 University. AFROTC courses, incidentally, are not offered at ERAU during the summer semester. The curriculum offers choices however, of either a two- or four-year program.

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 full-time students 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 B-CU. The scholarship pays tuition (up to $15,000 per year), $510 for books and a monthly non-taxable allowance. To be eligible students 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 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.

Air Force ROTC 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.

COURSE DESCRIPTIONS FOR AEROSPACE STUDIES

AF 101 - The Air Force Today (General Military Course) 1 semester hour
Corequisite: AF 101L 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. Leadership Laboratory is mandatory for AFROTC cadets and complements this course by providing cadets with followership experiences.

AF 101L - Leadership Laboratory 0 semester hours
Consists of Air Force customs, courtesies, health, physical fitness, field training orientation, drill and ceremonies.

AF 102 - The Air Force Today (General Military Course) 1 semester hour
Corequisite: AF 101L 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. Leadership Laboratory is mandatory for AFROTC cadets and complements this course by providing cadets with followership experiences.

AF 102L - Leadership Laboratory 0 semester hours
Consists of Air Force customs, courtesies, health, physical fitness, field training orientation, drill and ceremonies.

AF 201 - The Development of Air Power (General Military Course) 1 semester hour
Corequisite: AF 201L. 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. Leadership Laboratory is mandatory for AFROTC cadets and complements this course by providing cadets with followership experiences.

AF 201L - Leadership Laboratory 0 semester hours
Consists of Air Force customs, courtesies, Air Force environment, drill, ceremonies, and field training orientation. These courses are graded Pass/Fail.

AF 202 - The Development of Air Power(General Military Course) 1 semester hour
Corequisite: AF 202L. Continuation of AF 201.A weekly Leadership Laboratory is mandatory.

AF 202L - Leadership Laboratory 0 semester hours
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 (Prof. Officer Course) 3 semester hours
Corequisite: AF 301L 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. 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 301L - Leadership Laboratory 0 semester hours
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 302 - Air Force Leadership and Management (Prof. Officer Course) 3 semester hours
Corequisite: AF 302L Continuation of AF 301.

AF 302L - Leadership Laboratory 0 semester hours
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
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 401L - Leadership Laboratory 0 semester hours
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.

AF 402 - Preparation for Active Duty (Prof. Officer Course) 3 semester hours
Corequisite: AF 402L. Continuation of AF 401.

AF 402L - Leadership Laboratory 0 semester hours
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.

ARMY ROTC

Army ROTC stands for Reserve Officers Training Corps and it is a course which men and women may take, freshman through senior year that 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 student’s 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. Students 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 are 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.

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

Requirements:

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

Requirements:

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 Major Requirements and serve on active, reserve, or National Guard duty as commissioned officers.
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.

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.

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.

COURSE DESCRIPTIONS FOR MILITARY SCIENCE

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 airmobile helicopter operations.

MY 103L - Basic Military Science Laboratory 0 semester hour

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 hour

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 hour

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 hour

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 hour

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 hour

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.

MY 403L - Advanced Military Leadership I Laboratory 0 semester hour

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 hour
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.

The School of Education offers a degree leading to the Bachelor of Arts in Social Studies Education. The major is offered in cooperation with the School of Social Sciences.

PROFESSIONAL STUDIES

The School of Graduate and Professional Studies manages the Professional Studies Program at Bethune-Cookman University, which seeks to serve the total University 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 University to a wide range of individuals, special interest groups, and targeted audiences not otherwise served by on-going programs. These programs are specifically directed toward those individuals who are working adults who need a non-traditional course schedule at off campus locations and/or in weekend courses on-campus.

The Professional Studies Program serves the needs of citizens at two locations in Florida. Through the John W. Miller Center, located in Hastings, Florida, students may matriculate in upper level courses for degrees in business administration, psychology, criminal justice, sociology, and elementary education. A second site located in Gainesville, Florida offers college-level 100 and 200-level courses only. The program offers selected courses on the main campus on Saturdays to provide an opportunity for site students to complete their upper level coursework. After March 2009, no new students were allowed to enroll in classes offered through the off-campus sites. The University is exploring future options for providing services to nontraditional students.

DEPARTMENT OF LEADERSHIP STUDIES

The Department of Leadership Studies in the School of Graduate and Professional Studies offers a minor in Organizational Leadership that is open to all undergraduate students at the University. The Organizational Leadership minor is an 18-semester hour, interdisciplinary minor designed for students who are majoring in other disciplines but would like to add Leadership to their course of study. The minor consists of courses in four content areas: Foundations of Leadership, Leadership Seminars, Leadership Competencies, and Applied Leadership. Within these areas, students are required to take 10 hours of core courses and 8 hours of prescribed electives.

Organizational Leadership Minor

Course Requirements

Area 1 – Foundations of Leadership (6 credits)

LEAD 101: Introduction to Leadership	3 semester hours
LEAD 301: (prerequisites EN132, RE 260) Survey of Transformative Leadership	3 semester hours

Area 2 – Leadership Seminars (3 credits) (Select one of the following series of courses)

LEAD 110 – Leadership Seminar I	1 semester hour
LEAD111 – Leadership Seminar II	2 semester hours
OR	
BL 211: Leadership and Professional Development I	1 semester hour
BL 212: Leadership and Professional Development II	1 semester hour
BL 311: Business Leadership I, II, III (req. Bus. majors)	1 semester hour

Area 3 – Leadership Competencies (6 credits) (Select two of the following courses)

POL 339: Organizational Theory
MG 300: Management & Organization (req. Bus. Majors)
SC 301: Issues in Multicultural Communication (req. for SC majors)
SC 403: Communication in Conflict, Mediation and Negotiation (elective for SC majors)
MG 470: International Management (req. for Bus. Admin. and Intl. studies)
MG 360: Human Resource Management (elective for Bus. Admin)
MG 385: Problems of Supervision (elective for Bus. Admin)
NU 433: Leadership & Management (req. for Nursing)
ES 430: Environmental Policy and Risk Management (req. for Environ. Science)
CJ 316: Criminal Justice Management (elective for Soc. Science)
SO 435 : Groups and Group Behavior (elective for Sociology)
LEAD 311 Case Studies in Leadership

Area 4: Applied Leadership (4 credits)

LEAD 450:	Leadership Practicum I. - Civic Engagement	1 semester hour
LEAD 451:	Leadership Practicum II – Civic Engagement Project	2 semester hours
RP 465:	Theories of Justice for Leadership and Civic Engagement	3 semester hours

Total semester credits for Minor in Leadership ……18 semester hour

COURSE DESCRIPTIONS FOR ORGANIZATIONAL LEADERSHIP MINOR

LEAD 101 - Introduction to Leadership 3 semester hours
This course introduces students to leadership styles and gives them the tools to understand the roles of leaders within organizations.

LEAD 110 - Leadership Seminar I 1 semester hour
This seminar provides students with the opportunity to hear local leaders and to learn about their leadership styles and their involvement in the community. The seminar meets one-day per week and Leadership Seminar I students are required to keep an online journal.

LEAD 111 - Leadership Seminar I 2 semester hours
This seminar course provides students with the opportunity to hear local leaders and to learn about their leadership styles and involvement in the community. The seminar meets one day per week. Leadership Seminar II students are required to keep an online journal and to produce a final paper.

LEAD 301 - Survey of Transformative Leadership 3 semester hours
Prerequisites: EN132, RE 260.This course examines various leadership styles while acquainting students with community research, service, and civic engagement. It affords students the opportunity to develop their critical thinking skills and to prepare for involvement in community projects that develop their leadership skills.

LEAD 311 - Case Studies in Leadership 1 semester hour
This course provides students with exposure to the leadership competencies of selected leaders who have demonstrated an impact on local, state, national, and global value-centered change.

LEAD 312 - Leadership and Civic Engagement 1 semester hour
This course provides the student with an opportunity to analyze community needs and design a community project. The course content allows the student to develop a project that may be used in Lead 450 or 451.

LEAD 313 - Leadership and Portfolio Development. 1 semester hour
The Leadership Portfolio Development course provides the undergraduate student with an introduction to the use of a web-based online portfolio tool as a support for documentation of leadership competencies. The student learns to construct a professional portfolio that includes a resume, credentials, and civic engagement activities which demonstrate leadership potential for future internships and employment

LEAD 450 - Leadership Practicum I 1 semester hour
Leadership Practicum I provides the student with the opportunity to explore service leadership competencies in a real world context. The student is expected to identify established community service projects that will help the student develop service leadership competencies. During the Practicum experience, the student will create artifacts that document his/her awareness of leaders who demonstrate competencies in value-centered service leadership.

LEAD 451 - Leadership Practicum II 2 semester hours
The Leadership Practicum II course provides the student with the opportunity to demonstrate service leadership competencies in a real world context. The student is expected to identify the community needs and a relevant service leadership project that will contribute to addressing those needs. During the Practicum experience, the student will create artifacts that document the student's competencies in value-centered service leadership. The artifacts will be included in the student's electronic Leadership Portfolio which was developed in LEAD 313.

Graduate Studies

Bethune-Cookman University offers a Master's of Science degree in Transformative Leadership. Academic requirements for this program are printed in the **graduate catalog** which is available through the School of Graduate and Professional Studies.

ALUMNI RELATIONS

Recognizing that the success of Bethune-Cookman University is directly related to the commitment and enthusiasm of its graduates, the Office of Alumni Relations helps B-CU graduates stay connected to their classmates and the University.

Alumni Relations coordinates class reunions and alumni activities during Homecoming, the Florida Classic, Commencement, and other special events. The Office of Alumni Relations also communicates important campus news to alumni and maintains a database of all B-CU graduates which can be updated through the B-CU website. Additionally, the Office of Alumni Relations encourages all alumni to support B-CU through participation in fundraising efforts. Alumni played a key role in raising funds for the future Larry R. Handfield Athletic Training Center.

There are a number of opportunities for B-CU graduates to take an active role in alumni affairs which are coordinated through the Office of Alumni Relations. These include becoming class agents, mentors or volunteer recruiters.

Current students are encouraged to participate in the Pre-Alumni Council, 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 role alumni play in sustaining the mission of the University, to train students in basic fundraising techniques, and to provide opportunities to experience fundraising activities that support B-CU. Each year, a Miss Pre-Alumni is selected to represent the university at the annual conference of the National Pre-Alumni Council and National Alumni Council of the United Negro College Fund.

The director of alumni relations serves as the University's liaison with the B-CU National Alumni Association, an independent 501c3 organization that plays an important role by supporting the mission of the University and strengthening the bonds alumni have with each other and the institution. Through fundraising initiatives like the Life Membership Campaign, the annual Ms. Alumna Contest, and targeted efforts to increase alumni contributions, the National Alumni Association (NAA) helps meet the needs of today's students. The NAA also helps to find future B-CU students through a variety of recruiting efforts at the local chapter level.

(Revised – June 30, 2009)

For more information contact:

Ms. Sharon Bostick-Isaac, Director of Alumni Relations
386-481-2953
bosticks@cookman.edu

Ms. Evelyn Walker, National Alumni Association President
386-226-2131
info@bcu-naa.com

BOARD OF TRUSTEES MEMBERSHIP DIRECTORY

Mr. Berrece Andrews, Jr.
Owner and CEO
Next Level Vacations
Mason, Ohio

Rev. Dr. William S. Barnes
Lead Pastor
St. Luke's United
Methodist Church
Orlando, FL

Mr. Byrd Bonner, Esquire
Executive Director
The United Methodist
Church Foundation
San Antonio, TX

Rev. Dr. Randolph Bracy, Jr.
Pastor
New Covenant
Baptist Church of
Orlando
Orlando, FL

Mr. Matthew L. Brown
Entrepreneur
Business Owner
New York, NY

Mr. Jacob F. Bryan, IV
The Bryan Group
Jacksonville, FL

Judge Prince Cartwright
Retired Judge Attorney
Houston, Texas

Mr. Audley Coakley
Rainbow Mortgage
North Miami, FL

The Hon. Dr. Joyce Cusack
Florida State Representative
Democratic Leader Pro
Tempore
Deland, FL

Ms. Lois Fry
Retired Owner
Fry Marketing
Services
Longs, SC

Rev. Dr. Robert M. Gibbs
Pastor
St. Andrews United
Methodist Church
Brandon, FL

Dr. Larry R. Handfield, Esquire
The Handfield Firm
Miami, FL

Rev. John Wesley Harrington
Senior Pastor
Morrison United
Methodist Church
Leesburg, FL

Mrs. Dorothy Henderson
The United Methodist
Church
Fairburn, GA

Dr. William E. Hogan, II
Chairman/CEO
The Hogan Group
Minneapolis, MN

Rev. Dr. Kevin M. James, Sr.
Pastor
Palm Ceia United
Methodist Church
Tampa, FL

Mr. Michael P. Johnson
Retired Senior Vice President
And Chief Administrative
Officer Tulsa, OK

Dr. Irving J. Matthews
Owner
The Matthews Automotive
Group
Daytona Beach, FL

Mr. Johnny L. McCray, Jr.
Counselor/Attorney at Law
Law Office of Johnny L.
McCray, Jr., P.A.
Pompano Beach, FL

Dr. Margaret McPhillips
Ormond Beach, FL

Mr. Ben Novello
President, BDNB Ventures
Tampa, FL

Mrs. Joyce Odongo
Assistant Vice President
Community Affairs Officer
Fifth Third Bank
Orlando, FL

Mr. Joe Petrock
Executive Director
HH Foundation/Government
Relations
Halifax Health
Daytona Beach, FL

Mr. Alexis Pugh
Winter Park, FL

Mr. Lee E. Rhyant
Executive Vice President and
General Manager
Lockheed Martin
Aeronautics Company
Marietta, GA

Rev. Philip H. Roughton
Pastor
Christ Church
Ft. Lauderdale, FL

Ms. Madeline Scales-Taylor
Community Affairs
Administrator
Mayo Clinic Jacksonville
Jacksonville, FL

Mr. John J. Schroepfer
Vice President Investments
UBS Financial Services, Inc.
Newberry, FL

Ms Evelyn B. Walker
President/
National Alumni Association
Pensacola, FL

Bishop Timothy Whitaker
Bishop
Florida Conference of
The United Methodist
Church
Lakeland, FL

Mr. Etienne R. "ET" Winzer
Vice President of Sales
Southeast Region
Chase Education Finance
Land O'Lakes, FL

Rev. Dr. Thomas Yow, III
President/CEO
United Methodist Higher
Education
Nashville, TN

Rev. Dr. Eugene Zimmerman
Minister
First United Methodist
Church of Orlando
Orlando, FL

EX-OFFICIO MEMBERS

Miss Chandra Fleet
President (2008-09)
Student Government
Association

Ms Sharon Luther
Lay Leader
Florida Conference of
The United Methodist
Church, Winter Park, FL

Dr. Trudie Kibbe Reed
President
Bethune-Cookman
University
Daytona Beach, FL

Rev. Dr. Wayne D. Wiatt
District Superintendent
East Central District
Florida Conference of
The United Methodist
Church. Orlando, FL

TRUSTEE EMERITI

Mr. Burney Bivens, Esquire
Bivens, Jones & Associates
Orange Park, FL

Mr. Arthur R. Brinson
Jacksonville, FL

Mr. Jacob F. Bryan, IV
The Bryan Group
Jacksonville, FL

Mr. Robert C. Carter
President and Owner
S.S. Designs, Inc.
Winter Haven, FL

Mr. Charles W. Courtoy
Maggie Valley, NC

Dr. Nathaniel Davis
Retired Educator
Jacksonville, FL

Mr. W. Wallace Dutton, III
(Deceased)
Merrill Lynch
Dunedin, FL

Bishop Robert E. Fannin
Alabama Conference, UMC
Birmingham, AL

Rev. Dr. McCoy Gibbs
Minister Emeritus
Morrison United Methodist
Church, Leesburg, FL

Mr. James R. Gregg
Investor
Leesburg, FL

Mr. David R. Hochstetler
Retired Banker
Ormond Beach, FL

Dr. J. Stanley Marshall
Vice Chair & Founding
Chairman
The James Madison Institute,
Tallahassee, FL

Dr. Mary Alice Massey
Jacksonville, FL

Mrs. Jacquline Mongal
President Emeritus
B-CU National Alumni Association
Daytona Beach, FL

Dr. Patrick David Roberts
Physician
Nassau, Bahamas

Mrs. Kathleen C. Rydell
Tampa, FL

Mrs. Brenda Schofield
Long Island City, NY

Mr. William Giles Talley, Jr.
President
Talley Box Company, Ltd.
Leesburg, FL

OFFICERS OF THE ADMINISTRATION

EXECUTIVE CABINET

REED, Trudie Kibbe, University President; BA, MSSW, University of Texas; MA, EdD., Columbia University.

MONTGOMERY, E. Dean, Executive Vice President for Administration and Finance; BS, Benedict College; MS, Webster University.

WILLIAMS, **Sarah**, Vice President for Academic Affairs, BA, University of Texas; MA, University of Houston; PhD., University of Texas.

PATTERSON, Franklin, Chief Information Officer; BS, Johnson C. Smith University; MBA, Queens University.

POWELL, Hiram C., Interim Vice President for Institutional Advancement; BS, Bethune-Cookman College; MFA, University of Florida; PhD & Certificate in Computers and Electronic Music, Florida State University.

SHACKELFORD, Ray A., Vice President for Institutional Effectiveness; BS, Florida A & M University; MPH, University of Alabama at Birmingham; PhD, Florida State University.

WARMACK, Dwuan, Vice President for Student Affairs

ADMINISTRATIVE COUNCIL

WALTER Willis, Vice President for Institutional Research, Planning, and Accreditation; BS, Florida A & M University, MS, PhD, University of Alabama.

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.

JOHNSON, Carol (2006) Dean, School of Education/Associate Professor of Education: BA, University of South Carolina-Coastal Carolina; MEd., Francis Marion University; PhD, University of South Carolina.

LONG, Aubrey Earl, (1989) Dean, School of Business/Professor of Business; BS, Lane College; MS, University of Tennessee; PhD, Ohio State University.

MCCOY, Dorcas E., (2004) Dean, School of Social Sciences, Assistant Professor of International Studies/Political Science; BS & MS MASS, Florida A & M University; PhD, Washington State University.

PRITCHARD, Paula, (2005) Dean, School of Nursing/Assistant Professor of Nursing; BS, California State University; MS, University of Phoenix; PhD, University of Florida.

THOMPSON, Herbert, (1985) Dean, School of Science, Engineering and Mathematics/ Professor of Biology; BS, Bethune-Cookman College; MS, PhD, Atlanta University.

THOMPSON, Joan, (1974) Dean of CARES/ Assistant Professor of Education; BA, Bethune-Cookman College; MA & EdS, Atlanta University

FACULTY

ADAMS, Lascelles, (2008) Instructor of Information Technology; MBA, MS & PhD (ABD), University of Central Florida

AIT MAALEM LAHCEN, Rachid, (2006) Instructor of Mathematics; BS, Batth University, Homs, SAR; MS, University of Central Florida

AJONGBAH, K. Stanislaus, (2007) Instructor of Physical Education/Recreation; BEd, University of Cape Coast; MS, State University of New York, College at Brockport

ALLEN-KELSEY, Gloria J., (2000) Assistant Professor of Sociology; BS, MS, & PhD, University of Florida

ALVAREZ, **Jose A.**, (2008) Associate Professor of Modern Languages (Spanish); BA & MA, Purdue University; PhD University of Texas at Austin

ANASTARIO, **Christine E.,** (2008) Instructor of Physical Education; BA, University of Central Florida; MS, Florida State University

ASGIL, 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 and English (German and Spanish); AB & MA, George Washington University; PhD, University of Miami

BANISAKHER, Mubarak A., (2005) Instructor of Computer Science; BS, Bethune-Cookman College; BS, University of Technology (Iraq); Diploma of Specialist, MS Nova Southeastern University

BARKLEY, Zenesha, (2007) Instructor of Nursing; BS, Bethune-Cookman University; MS Walden University

BARTLEY, Sandra F., (1997) Instructor of Nursing; BS, Pace University; Master of Public Administration, Long Island University

BATES, Todd C. (2008) Assistant Professor of Religion and Philosophy; BA, University of Massachusetts, PhD, University of Pennsylvania

BECKLES, Gina W., (2008) Assistant Professor of Business Administration (Management); BS , Florida State University; MBA & PhD, University of Central Florida

BETHELMY, David G., (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; PhD, Union Institute University

BOWCHER, Graham M., (2006) Assistant Professor of Hospital Management; BS, Southern Illinois University; MS, Hospitality & Tourism Management, University of Central Florida

BROOKS-WALTER, Alexis J., (2007) Associate Professor of Biology; BS, Biology, PhD, Microbiology, Florida State University

BROOKS, James, (1996) Assistant Professor of Religion and Philosophy; BA, Morris Harvey College; MDiv, Howard University; PhD, University of Denver

BROWN, Timothy, (2009) Instructor of Mathematics; BS, Oglethorpe University; MS, University of Central Florida

BUCKELEW, Richard, (1999) Associate Professor of History; 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; BS, Grambling State University; MA, Atlanta University; Barry University

+CAMPBELL, Joseph A., (1977) Reference Librarian/ Instructor; BA, Bethune-Cookman College; MLS, North Carolina Central University

CASLAN, David F., (1996) Associate Professor of Accounting; CPA, State of Kentucky; BS, Roses-Hulman Institute of Technology, IN; MS, Indiana State University; JD, University of Louisville; MBA, Bellarmine College, KY; PhD, St. Louis University

CHARRON, Kerry, (2006) Assistant Professor of English; BA, State University of New York; MA,Western Connecticut State University; MPS, New York Institute of Technology

CHAVEZ-Saleh, Amber, (2005) Assistant Professor of Modern Languages/Director Language Lab; MA, Spanish & Language Culture, Universidad de Salamaca-Spain

CHILDS, Kristopher J., (2008) Instructor of Mathematics; BS, Bethune-Cookman University; MS, Mathematics Education, Nova Southeastern University

CHRISTALEIGHT, Debbie, (2008) Instructor of Nursing; BN & MSN, New Jersey City University; DNP, University of North Florida (in progress)

CIPOLLONI, David C., (2007) Assistant Professor of Psychology; BA, University of Central Florida; MA, Stetson University

CLAYTON, Dennis D., (1975) Professor of Mathematics; BA, PhD, University of Utah

COLLIER, Judith W., (2007) Technical Processing Librarian/Instructor; BS, Bethune-Cookman University; MS, Atlanta University

COLOMBO, Louis J., (2008) Assistant Professor of Philosophy; MA & PhD, The New School for Social Research, NY

COOPER, Norma C., (2006) Instructor of Nursing; BS, Bethune-Cookman University; MSN, Pace University

CORLEY, Alette W., (2002) Director of Multiskills Lab/ Instructor of English; 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; BA & MA, Purdue University; PhD, 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 S., (1996) Associate Professor of Physics; BS, University of Indore, India; BS, MS, PhD, University of Poona, India

DAVIN, Maureen A., (2006) Assistant Professor/ Department Chair of Secondary Education; BA, University of Pittsburgh; MEd, University of South Alabama; MS, Slippery Rock University; Ed.D, University of West Florida

DAVIS, Christopher A. (2008) Assistant Professor of Biology; BS & PhD, University of Florida

DAWSON, Jr., Clanton C. W., (2007) Assistant Professor of Religion and Philosophy; BS, Cornell College; MDiv., Princeton Theological Seminary; MA & PhD, University of Missouri

DIXON, Alma Yearwood, (1994) Executive Director, Odessa Chambliss Wellness Center/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 R., (1970) Instructor of English and Reading; AB, Guilford College; MA, University of North Carolina

DUNCAN, Margaret E., (1980) Professor of English; BA, MA & PhD, Howard University

DUNCAN, Karen A., (2007) Instructor of Elementary Education; BS, Barber-Scotia College; MS, Nova Southern University, Ed.S, Nova Southeastern University

DUNBAR, Louis E, (2010) Adjunct (Education); BA, Talladega College, MS, Atlanta University, Ed.D, Nova Southeastern University

++EDWARDS, Donna P., (2006) Adjunct (Nursing Clinicals); BS, Bethune-Cookman University; MSN, University of Phoenix

EITZEN, Amy, (2009) Assistant Professor of Reading; BS, Wesley College; MEd., Station University

EKANAYAKE, Ekanayake M., (2003) Assistant Professor of Business Administration (Economics); MPhil., University of Peradeniya; MSc, University of the West Indies; MA & PhD., Florida International University

EKPO, Efremfron F., (1993) Professor of Physics; BS, University of Lagos, Nigeria; MS, Virginia State University at Petersburg; PhD, Howard University

FINCKE, Gerald B., (2009) Assistant Professor of Political Science; BA, Union College; MBA, Harvard University; LLB, University of Michigan

FINK, Calvin D., (2003) Assistant Professor of Accounting; BBA, University of North Florida; MBA, University of North Florida

FLYNT, Latreace N., (2008) Instructor of Criminal Justice; BS, Florida State University; MS, University of Central Florida

FORBES, Renee L., (2005) Assistant Professor of Accounting; BS, Tennessee State University; MBA & DBA, University of Sarasota

FORD, Jeanette F., (2001) Associate Professor of History; BA, State University College, 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 A., (2005) Manager of Reports and Systems/Instructor of Organizational Management; BS, Florida Agricultural and Mechanical University; MA, Florida State University; EdD, Nova Southern University

FRECKLETON, Deborah L., (1995) Director of Faculty Development/Assistant Professor of Reading; BA, City College, CUNY; MPA, New York University; MS, Adelphi University; EdD, Nova Southeastern University

GATTI, Walter, (2006) Instructor of Mathematics; BS, Lander University; MEd, University of Central Florida

GERGELA FOX, Theresa, (2009) Instructor of English; BA, State University of New York at Stony Brook, MA, National University

GILES, Catherine L., (2008) Instructor of Nursing; BS, Fitchburg College; MSN, Jacksonville University

++GILYARD-THOMAS, Regina, (2006) Adjunct; BS, University of North Florida; MS, Nova Southeastern University

GLICK, Robert C., (1995) Assistant Professor of Mathematics; BS, Auburn University; MAT, Jacksonville University; EdS, University of Florida

GOFF, Jo-An, (2009) Instructor of Nursing; BSN, University of Central Florida; MPA, Florida Atlantic University; MSN, Florida State University

++GOODEN, Victor E., (2006) Instructor of Religion and Philosophy; BA University of West Florida; Master of Religious Education, Faith Bible Theological Seminary; MDiv., Asbury Theological Seminary

GRACE, Rose, (2009) Assistant Professor of Piano; BM, Oberlin Conservatory; MA, University of Chicago; DMA, Eastman School of Music

GRAVES, Mary, (2006) Adjunct; BS, Clarion State University; MLS, University of Pittsburg; MS, Middlebury College

GREEN, Lewis J., (1979) Instructor of Art/Gallery Director; BA, Bethune-Cookman College; BA & 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

GURUVADOO, Eranna, (1988) Assistant Professor of Computer Science; BS & MBA, Embry-Riddle Aeronautical University; MS, University of Central Florida

HAARUUN, **Ayana Atsu,** (2009) Instructor of Broadcast Production Technology; BA, Howard University; MA, Southern Illinois University at Carbondale

HALKIDES, Mihalis, (2000) Assistant Professor of Business Administration (Management); BS, MA, MS, MBA & PhD, Florida State University

HAMIL, Stephan, (2009) Instructor of Reading; MS, California State Fullerton; EdD, Nova Southeastern University

HARRIS, Benjamin, (2009) Instructor of Music Technology; BA, Brigham Young University; MS, University of Colorado

HAYNES, Kimberly A., (2005) Assistant Professor of Music; BA, Duke University; MM & DMA, University of Michigan

HEPBURN, Leyon P., (2008) Instructor; BA, Bethune-Cookman College; MA, University of Central Florida; MBA, Webster

HILL, Terrill L., (2008) Instructor of Business Administration; BBA, Howard University; MS, Howard University; JD, University of Florida

HODGES, Candy L., (2007) Instructor of Mathematics; BS, Indiana Central University; MS, Nova Southeastern University

++HOWARD-LEE, Yassah K., (2006) Adjunct (Writing); BS, Bethune-Cookman University; MS, Nova Southeastern University

HUMPHREYS, Michael L., (2006) Assistant Professor of Leadership Studies; MDiv & PhD, Drew University

HUNDLEY, Marion, (2006) Assistant Professor of Music; BS, Radford University; DM, Florida State University

JACKSON, Raphael C., (2005) Assistant Professor of History; BA & MA, State University of New York at Albany; Howard University

JANSONS, Andre, (2006) Reference Librarian/Instructor; BA, Stetson University; MA, Indiana University; MLS, Florida State University

JOHN, Julius R., (2003) Assistant Professor of Speech Communication and Theatre Arts/Director of Theatre; BA, Elon College; MFA, Western Illinois University

JOHN, Mike C., (1983) Associate Professor of Biology; BS, MS & PhD, Howard University

JOHNSON, Carol B., (2006) Dean, School of Education/Associate Professor of Education: BA, University of South Carolina-Coastal Carolina; MEd, Francis Marion University; PhD, University of South Carolina

JOHNSON, Cheryl J., (2008) Instructor of Accounting; BS, Bethune-Cookman College; MBA, Webster University

JOHNSON, Winifred M., (1989) Assistant Professor of History; BA, Wellesley College; MA & PhD, Howard University

JONES, Stephen R., (2008) Assistant Professor of Humanities; BA, Eckerd College; MA & PhD, Florida State University

JONES, Vivian O., (2008) Assistant Professor of Business Administration; BS, University of Florida; MS, Troy State University; PhD, Florida State University

JORDAN, Sabrina L., (2009) Assistant Professor of International Studies; AB, Eckerd College; MS, Troy State University; PhD, Clark Atlanta University

KERSTEN, Linda, (2009) Instructor of Mathematics; BA, Tarkio College; MA & MS, Long Island University

KINNEY, Marcey, (2010) BA, MA, & Ph.D, University of Central Florida

KING, Ronnie, (2007) Associate Professor of Mathematics/Computer Science**;** BS; MS; PhD, University of South Florida

KOHN, Geraldine, (2008) Cataloger; MSL, Florida State University

KRUGER, Betsy Rush, (2004) Assistant Professor of Business Administration**;** BS, Indiana University; MS, Georgia State University; EdD, Northern Illinois University

LAWRENCE, Lisa S., (2006) Instructor of Music Education; BS, Northwest Missouri State University; MS, Northwest Missouri State University

LESTER, Carla Yvette, (2007) Assistant Professor of Speech Communication and Theater Arts/Dance; BA & MA, University of North Carolina, MFA, Florida State University

LINDBERG, Jr., Kenneth Allen, (1990) Associate Professor of Biology; BA, University of Massachusetts at Amherst; PhD, University of Pittsburgh

LITTLETON, Bree J., (2004) Assistant Professor of Business Administration (Marketing); BS, Upper Iowa University; MS, National-Louis University; DBA, University of Sarasota

LONG, Aubrey Earl, (1989) Dean, School of Business/Professor of Business; BS, Lane College; MS, University of Tennessee; PhD, Ohio State University

LONG, Cheryl G., (1989) Assistant Professor of Political Science; BA, Southern University; MPA, Trinity University

LONG, Nancy Ann, (1992) Assistant Professor of English; BA, Ohio Dominican College; MA and EdD, University of Central Florida

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

MALL, Alfred W., (2007) Assistant Professor of Mathematics; MBA, La Salle University; PhD, Dropsie University

MANZUETA, Camesha S.C. Whittaker, (2003) Instructor of Mass Communications; BA, Bethune-Cookman College; MA, American University

MARIAPPAN, Monoharan, (2008) Assistant Professor of Chemistry; BS, Madurai Kamaraj University; MS, Bharathidasan University; PhD, Bharathidasan University

MARIELLA-WALROND, Helena, (1997) Associate Professor of Elementary Education and Coordinator of Assessment; BA, University of North Carolina; MA, Wake Forest University; PhD, University of South Carolina

MARTINEZ-SOTO, Jorge Antonio, (2006) Instructor of Mathematics; BS, Inter-American University; MS, Nova Southeastern University

MCCALLY, David P., (2008) Assistant Professor of History; BA, University of West Florida, MA, University of South Florida; PhD, University of Florida

MCCOY, Dorcas E., (2004) Assistant Professor of International Studies/Political Science; BS & MS MASS, Florida Agricultural and Mechanical University; PhD, Washington State University

McFADDEN, Claudette, (1990) Professor of Speech Communication/Leadership Studies/Director of Civic Engagement; BA, Morgan State College; MA & PhD, Ohio State University

McKENZIE, Paula T., (2004) Assistant Professor of Speech Communications & Theatre Arts; BA, University of West Florida; MS, Murray State University; PhD, Howard University

MEADOWS, Leroy, (2008) Assistant Professor of Theatre/Technical Director of Performing Arts Center; BA, California State University; MFA, California State University

MILTON, JoAnna., (2007) Instructor of Mass Communications; BA, Florida State University; MS, Northwestern University

MOREY, Helen, (2008) Collections Development/Acquisitions Librarian/Instructor; BA, Pepperdine University; MLS, Florida State University

NAILS-PORTER, Karen F., (1987) Instructor of Reading; BA, Morris Brown College; MA, Atlanta University

NEWCOMB, Chris N., (2004) Assistant Professor of Religion & Philosophy; BA, University of Washington; BD, Baptist Theological Seminary (Switzerland); PhD, Florida State University

NKI, Joyce, (2001) Assistant Professor of Religion & Philosophy; BD, St. Paul's United Theological College; MT, Emory University; PhD, Florida State University

NUVIADENU, Kekeli K., (2004) Assistant Professor of Speech Communication and Theatre Arts; BA, University of Cape Coast, Ghana; MA, Brigham Young University; PhD, Howard University

OBENG, Morrison S., (1996) Associate Professor of Computer Science/Engineering; BS & MS, Utah State University; PhD, Florida Atlantic University

OLI, Sampson I., (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/Academic Support Coordinator; BS, Embry-Riddle Aeronautical University; MPA, Atlanta University

PAGLIALONGA, Phillip O., (2008) Assistant Professor of Music**;** BM, DePaul University; MM & DM, University of Michigan

PARISSI, Jr., Lewis A., (1997) Adjunct; BS, Plymouth State College; MS, Nova Southern University

PARTINGTON, Lori J., (2005) Instructor of English; BA, Flagler College; MA, University of Central Florida

PATEL, Ranjna K., (1976) Professor of Graduate Studies; Bcom, Mcom, & MS,University of Baroda, India; DBA, Kent State University

PAYTON, Ian E., (1992) Associate Professor of Psychology; BS, State University of New York at Plattsburg; MEd, University of Rochester; EdD, University of North Colorado

PEACOCK, Richard, (2009**)** Instructor of English; BA, Morehouse College; MSA, Florida Atlantic University

PELLEY, Allen, (2009) Assistant Professor of Mathematics; BS, Northwest Nazarene University; MS & PhD, Syracuse University

PENDLETON, Jr., Earl R., (2006) Instructor of Physical Education; BS, Mars Hill College; MA, Belford University

PENNINO, Mary G, (2004) Instructor of English; BA, University of South Dakota; MA, University of South Dakota

PERSON-IRBY, Tanya L., (2008) Instructor of Mass Communications/Broadcast; BA University of North Carolina; MA, Kent State University

POITIER, James, (1981) Instructor of Music/Associate Director of Bands**;** BA, Bethune-Cookman College , MA, American Conservatory of Music; MS, Nova Southern University

POLK, Sylvester T., (1990) Instructor of Music (Technology); BS, Florida Agricultural and Mechanical University; MEd, University of Central Florida

POORANDI, Masood, (1982) Associate Professor of Computer Science and Mathematics/Director, Honors Program; BS, Bethune-Cookman College; MS, University of Central Florida; PhD, Nova Southeastern University

POTTER, Corey, (2009) Instructor; BS, University of Texas Southwestern Medical Center; MA, Liberty University

++POWELL, Hiram C., (1980) Professor of Music; BS, Bethune-Cookman College; MFA, University of Florida; PhD & Certificate in Computers and Electronic Music, Florida State University

PRESTON, Linda D., (2008) Instructor of Reading; BA, Maharishi International University; MEd, Lesley University

++PRITCHARD, Paula, (2005) Assistant Professor of Nursing; BS, California State University; MS, University of Phoenix; PhD, University of Florida

PROCTOR, Curtis, (2009) Instructor; BS & MA, University of Central Florida;

QUATRELLA, Laura, (2008) Bibliographic Instructor/Reference Librarian; BA, University of Hartford; MLS, Southern CT State College

QUATRELLA, Leonard, (2007) Instructor of Reading; BS & MAT, Sacred Heart University

RAHMANI, Munir Ahmad, (1976) Professor of Biology; BS, MS, Punjab University, Pakistan; PhD, Howard University

RAO, Narsing G., (1974) Professor of Physics; BS, MS, Osmania University, India; PhD, Louisiana State University

RAYAM, Jr., Curtis, (1997) Lecturer of Music; BM, University of Miami

REITER, Michael, (2007) Associate Professor of Environmental Science; BS, Muskingum College; MS, Kent State University; PhD, The University of Virginia

RIOS, Eunice B., (2004) Adjunct (Nursing Clinicals); BS, St. Joseph College; MS Andrews University

RIVERIA, Jelitza, (2009) Instructor of English; MA, University of Central Florida

ROBINSON, Irving W., (2004) Assistant Professor of Biology; BS, Wilberforce University; MD, State University of New York

RODRIQUEZ, William, (2008) Assistant Professor of Religion & Philosophy; BA, Herbert Lehman College; MDiv, New York Theological Seminary; PhD, Florida State University

ROJAS LAGUNAS, Luis, (2006) Instructor of Modern Languages (Spanish); MEd, English and Spanish, University of Connecticut

ROPER, Mary F., (2007) Instructor of Modern Languages (German); BA, Bethune-Cookman University; MA, University of Florida

ROPER, Thomas L. A., (1995) Instructor of Mathematics; BS, University of New Brunswick, Canada; MS, University of Central Florida

+SALVO, Angelo J., (2003) Circulation Librarian/Instructor; BA, Albright College; MA & MS, Simmons College.

++SANDERS, Beverly J., (1979) Adjunct Instructor of Reading; BA, Washington State University; MA, Mercer University, Macon, Georgia

SANTONINO III, **Michael D.,** (2007) Assistant Professor of Business Administration; BS, New York Institute of Technology; MBA & DBA; Nova Southeastern

SCOLA, Linda G., (2002) Assistant Professor of Sociology; BS, Florida Southern College; MA and PhD, University of Florida

SEN, Shukdeb, (1977) Professor of Biology; BS, City College, Calcutta University, India; MS & PhD, Atlanta University

SEN, Sulakshana, (1998) Assistant Professor of Business Administration; BS, MA, MEd, Utkal University, Orissa, India; MS & PhD, University of Central Florida

SENA, Leslie, (2006) Assistant Professor/ Department Chair of Exceptional Student Education; BS, University of Colorado; MS & PhD, University of Florida

SESSION, Willie M., (1989) Assistant Professor of Nursing; BS, Bethune-Cookman; MSN University of Florida; DNP, University of South Florida

SHACKELFORD, Ray A., (1999) Associate Professor of Environmental Science; BS, Florida Agricultural and Mechanical University; Master of Public Health, University of Alabama at Birmingham; PhD, Florida State University

SHANBHAG, Pandurang M., (1986) Professor of Chemistry; BS & MS, University of Bombay, India; MS & PhD, Florida State University

SIMMONS, Matthew, (2006) Assistant Professor of Music; BS, Florida Agricultural and Mechanical University; MM, University of Akron; DM, University of Memphis

+SMITH, Mary Alice, (1972) Director of Student Support Services/ Professor of Psychology; BS, Bethune-Cookman College; MEd, University of Pittsburgh; EdD, Indiana University

SMITH, Ruth A., (2007) Instructor of Hospitality Management; BA, London Metropolitan University; BS, University of Toronto. MS, Florida International University

SPENCER, George A., (2008) Visiting Professor of Accounting; BS, Bethune-Cookman; MA, Florida State University; JD, Florida International University

STEELE, Rebecca Walker, (1976) Director, Concert Chorale and Cultural Affairs/Professor of Music; BA, Alabama State University; MA, Columbia University; PhD, Florida State University

STEVENS, Larry J., (2007) Instructor of Accounting; BS & MBA, Nova Southern University

STREBEL, Carine., (2010) BS, University of Central Florida, MA, University of South Florida, Ph.D, University of Central Florida

SUSSAN, Aysar P., (2008) Associate Professor of International Business; BS, Gannon University; MS, Columbia University; PhD, Nova Southern University

SZYMANSKI, Cathy M., (2009) Instructor of Nursing; RNCMSNARNP, BSN, Wilmington University, Wilmington, Delaware; MSN, University of Pennsylvania at Philadelphia

TEEMER, Gloria K., (2007) Instructor of Reading; BA, Bethune-Cookman University; MS, Nova Southeastern University

THOMPKINS, Bridgette, (2009) Instructor; BS, University of Florida; MBA, Nova Southeastern University

+THOMPSON, Herbert W., (1985) 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

THORHALLSSON, Maryann, (2003) Assistant Professor of Nursing/Life Coach; BA, City University of New York; MS, University of Florida; PhD, Union Institute.

TRIVEDI, Vishwa, (2007) Assistant Professor of Biochemistry; BS, MS, & PhD, Aligarh Muslim University

TROIAN, **Michelle W.,** (2006) Instructor of Accounting; BS, University of Central Florida; MS, Capella University

VELEZ, Raphael, (2007) Instructor of English; BA and MA, Purdue University

WALDEN, Lawana Postell, (2003) Coordinator, Teacher Education Institute/Instructor of Education; BS, Bethune-Cookman College; MS, Nova Southeastern University

WALKER, Sharon A., (2005) Instructor of Physical Education; BS & MEd, Delta State University

WALLENBERG, Williams B., (1997) Assistant Professor of Modern Languages(French); Bachelor of Public Law & Master of Public Law, University of Bordeaux-I; Master of Francophone Literature, University of Bordeaux-III; PhD, Florida State University

WALTER, Willis, (2007) Assistant Professor of Education; BS, Florida Agricultural and Mechanical University, MS & PhD, University of Alabama

WANG, Jing, (2007) Assistant Professor Computer Engineering; BS & PhD, Central South University, China

WANJOHI, Elsie Wairimu, (1996) Associate Professor of Mass Communications; BS, MS & EdD, Oklahoma State University

WEBB, Trisha T., (2008) Electronic Service Librarian/Instructor; BA, Alma College; MS, University of Illinois; JD, Florida State University

WELCH, Judy A., (2008) Instructor of English; BA, Spelman College; MS & PhD, Nova Southern University

WELLS, Donovan V., (1996) Director of Bands/Instructor of Music; BA, Bethune-Cookman College; MM, Norfolk State University

WESTERVELT, Todd G., (2009) Assistant Professor of Music Education; BA & MEd, Trenton State College; PhD, Temple University

WETZLER, Jeanne., (2010) Assistant Professor of Elementary Education; BS & MS, Florida State University, Ph.D, Nova Southeastern University

WHITE, Jontoinette E., (2000) Instructor of English and Reading; BS, Bethune-Cookman College; MA, University of Central Florida

WILLIAMS, Amy A., (2008) Visiting Instructor of Accounting; BA & MA, University of Florida

++WILSON, JR., Chester L., (2007) Assistant Professor; BS, Bethune-Cookman; MBA, St. Leo University

WOOD, Alice L., (2000) Assistant Professor of Religion and Philosophy; BA, MA & PhD, Rice University

WRIGHT, Ida D., (1995) Instructor, Business Administration/Director of Internship Placement, School of Business; BS, University of Central Florida; MS, Stetson University

WU, Xiaohe, (2004) Assistant Professor of Engineering; BS, Petroleum University, Dongying, China; MS, Southeast University, Najing, China; PhD, University of Central Florida

YOUMANS, Tasha Lucas, (2005) Director of Carl S. Swisher Library and Learning Resources Center/Instructor; BS, University of Southern Mississippi; MLS, University of Southern Mississippi

ZURSTADT, Jr., William J., (2000) Instructor of History; BS, University of Southern Indiana; AB & MS, Indiana University;

Legend:
*On Leave
+Non Teaching Faculty
++Part-time Teaching Faculty/Full-time Staff
() Dates of B-CU 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., (1971-2005) Professor Emeritus; BS, MS & PhD, Texas A&M University; MS, University of Central Florida

HIGGINS, Cleo S., (1945-56 & 1970-88) Distinguished Professor Emeritus; 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

STAFF DEPARTMENTS/OFFICES

ACADEMIC AFFAIRS
Dr. Sarah Williams, Vice President for Academic Affairs

ACCOUNTING SERVICES
Ms. Melissa Peters, CPA, Director

ADMISSIONS
Mrs. Aixa Melendez, Director

ALUMNI AFFAIRS
Mrs. Sharon Bostick-Isaacs, Director

ASSESSMENT
Dr. Ray A. Shackelford, Vice President for Institutional Effectiveness

ATHLETICS DEPARTMENT
Mr. Lynn W. Thompson, Athletics Director

BOOKSTORE
Mr. Joe Dowdell, Manager

CENTER FOR ACADEMIC SUPPORT SERVICES
Mrs. Joyce Ellenwood, Director

OFFICE OF CAREER AND PROGRAM SERVICES
Ms. Davita Bonner, Director

FACULTY DEVELOPMENT
Dr. Deborah Freckleton, Director

FINANCIAL AID
Mr. Joseph Coleman, Director

HEALTH SERVICES
Rosemary James-Worship

HUMAN RESOURCES
Mrs. Cynthia Graham Hawkins

INFORMATION TECHNOLOGY
Mr. Franklin Patterson, Chief Information Officer

INTERNATIONAL STUDENT SERVICES
Ms. Iris Johnson-Quinn

INSTITUTIONAL RESEARCH, PLANNING, & ACCREDITATION
Dr. Willis Walter, Vice President

LIBRARY/LEARNING RESOURCE CENTER
Mrs. Tasha Lucas-Youmans, Director

OFFICE OF THE REGISTRAR
Mrs. Annie C. Redd, Assistant Vice President/Registrar

PHOTOGRAPHY
Mr. John Reeves

PHYSICAL PLANT
Mr. Ervin Ross, Director

PUBLIC RELATIONS
Elizabeth Poston, Strategic Communications Advisor

RESIDENTIAL LIFE/HOUSING
Mr. Gregory Smith

STUDENT OMBUDSPERSON
Mrs. Cynthia Graham Hawkins

STUDENT SUPPORT SERVICES
Dr. Mary A. Smith, Director
Mrs. Mattie Murphy, Counselor

STUDENT ACTIVITIES
Ms. Valencia Cooper, Assistant Vice President for Student Affairs

TESTING OFFICE
Mr. James Lai, Director

TRANSPORTATION
Mr. Raymond Carswell, Director

INDEX

A

Academic
absences, 65
academic support services, 92
Calendar, 6
Computing, 97
computing services and resources, 92
Degrees, 91
Financial Information, 32
Honesty, 74
Honors, 77
Information, General, 65
Probation and Dismissal Record, 79
Probation/Dismissal, 78
regulations, 65
Scholarships, 45
Schools
Arts and Humanities, 105
Business, 164
Education, 197
Nursing, 246
Science,Engineering, and Mathematics, 260
Social Sciences, 306
Support Services for Student Athletes, 96
Terms, 74
Acadmic Support Services, Definition, 92
Accounting Department, 168
Accreditation, 2
Add/Drop Policy, 77
Adding a Class, 77
Administrative Officers, 361
Admissions
Advanced Placement, 27
Dual Enrollment, 25
General Procedures, 22
International Students, 25
Transfer Students, 23
Veterans, 27
Advanced Placement, 27
Advisor, 66
Air Force (ROTC), 344
Alumni Relations, 357
Appeal Process for Dismissed Students, 79
Application Procedures, 22
Army ROTC, 347
Art, Minor, 151
Athletics, Intercollegiate, 56
Attendance Verification, 65
Auditing Courses, 28
Authorization Form, Credit Balance, 39

B

Bachelor's Degrees, 91
Bethune, Dr. Mary McLeod
Bethune Home, 16
Last Will and Testament, 15
Billing Statements, 39
Biology Department, 263
Biology Education, 235
Board of Trustees, 358
Bookstore, 35
Broadcast Journalism, 115
Business Administration Department, 174
Business Education, 237
Business School Dress Policy, 167

C

C.A.R.E.S, 93
Calculation of GPA, 72
Calendar, University, 6
Campus, 4–5
Career and Program Services, 97
Career Counseling, 60
Career Related Work Experience, 60
Carl S. Swisher Library/Learning Resources Center, 96
Catalog, The Undergraduate, 10
Center for Academic Retention and Enrichment Services, 93
Center for Academic Support Services, 93

Center for Religious Activities, 54
Certification for Teachers, 200
Chemistry Department, 270
Civic Participation, 85
Class, Add, 77
Class, Drop, 77
CLEP (University Level Examination Program), 28
Collection of Past Due Balance, 39
Computer Information Systems, 286
Computer Labs, 92
Computer Science And Engineering, 275
Computing Services and Resources, 92
Computing, Academic, 97
Conditional Admission, 24
Conference with Advisor, 66
Contacting the University, 2
Continuing Education. *See* Professional Studies
Course Credit, 71
Course Descriptions
  Accounting, 172
  Aerospace Studies, 345
  Biology, 266
  Business Administration, 177
  Chemistry, 273
  Computer Engineering, 283
  Computer Information Systems, 289
  Computer Science, 278
  Criminal Justice, 314
  Culinary Arts, 191
  Education, 203
  Elementary Education, 208
  English, 113
  Enterpreneurship, 179
  Exceptional Student Education, 213
  Finance, 180
  Gerontology, 319
  History, 323
  Hospitality Management, 188
  Integrated Environmental Sciences, 293
  International Business, 195
  International Studies, 328
  Management, 181
  Management Information Systems, 182
  Marketing, 184
  Mass Communications, 119
  Mathematics, 299
  Military Science, 350
  Modern Languages, 127
  Music, 134
  Nursing, 255
  Organizational Leadership, 355
  PE Recreation, 225
  Physical Education, 218
  Physics, 304
  Political Science, 332
  Psychology, 337
  Religion and Philosophy, 144
  Social Sciences, 309
  Sociology, 342
  Speech Communication, Theatre and Visual Arts, 156
Course Load Restrictions, 67
Course Overload Requirements and Payments, 67
Course Substitutions, 76
Courses, Auditing, 28
Credit Balance Authorization Form, 39
Credit Balances, 38
Credit by Examination, 76
Criminal Justice Department, 311
Cultural Affairs, 59

D

Definition of Acadmic Support Services, 92
Degree Types, 91
Department of International Business, 192
Dignity, Human Worth, 18
Diplomas, Release, 81
Disabled Persons, Qualified, 25
Disclaimer("The University Catalog"), 3
Dismissal, Readmission, 79
Division of Student Affairs, 51
Drop/Add Policy, 77
Dropping a Class, 77
Dropping Course, 35

E

Educational Studies, 226
Educational Studies without Certification, 226
Elementary Education. Also see Teacher Certification
Emeriti Professors, 375
Employment of Students, 46
English Department, 111
English Education, 239
Equal Employment and Educatioanal Opportunities, 20
Ethics and Values, 18
Examinations, Credit by, 76
Exceptional Student Education Department, 211
Excused Absences, 65
Expenses, Estimated, 33
Extension Center/Sites. *See* Professional Studies Program

F

Failures, Course. *See* (Probation and Dismissal)
Fee Payment, 33
Fees Refund, 35
Financial Aid, 40
  Available Aid Types, 42
  Employment Programs, 46
  Grants, 42
  Loan Programs, 47
  Scholarships, **45**
  Work-Aid Program (CWA), 47
  Work-Study Programs, Federal (FWS), 46
Financial Information, 32
Foreign Student Information. *See* International Student Information
Foreign Study. *See* Study Abroad
Fraternal Organization (Student Organizations), 58
Freshman
  Orientation, 53
Full-time Course Load, 72

G

General Academic Information, 65
General Education Curriculum, 98–104
General Education Requirements, 100
General Information, 11
  History of the University, 13
  The Mission of Bethune-Cookman University, 17
General Regulations, 51
Gerontology Department, 316
Gordon Rule, 73
Grade appeal, 73
Grade-Point Average, 72
Grades, 71
  Averaging, 71
  Grading System, 71
  Incomplete, 67
  Removal of Incomplete, 67
  Scholarship Requirements (who can apply), 45
  Withdrawal, 70
Grading System, 71
Graduation Requirements, 80
Grants, 42
  Academic Competitiveness Grant (ACG), 42
  Federal Pell Grant, 42
  Federal Supplemental Educational Opportunity Grant, 42
  Florida Resident Access Grant (FRAG), 44
  Florida Student Assistance Grant (FSAG), 44
  National SMART Grant, 43
  TEACH Grant, 43
Grievance and appeals, 73

H

Harassment, Sexual, 20
Health
  Physical Education, 216
  Services, 54
History Department, 320
Home, Dr. Mary McLeod Bethune, 16
Honesty, Academic, 74
Honor Societies, 57

Honors Program, 95
Hospitality Management Department, 185
Housing
  Facilities, 52
  fees. Also see on-campus housing
  off-campus, 52
Human Worth and Dignity, 18

I

Incompletes, 67
Independent Study, 76
Information, general, 65
Institutional Student Learning Outcomes, 18
Integrated Environmental Sciences Department, 290
Intellectual Property, 81–84
Intercollegiate Activities, 55
Intercollegiate Athletics Department Mission Statement, 56
International Institute for Civic Participation and Social Responsibility, 85
International Students, 25
International Studies Department, 326
Internships Policy, 60–63

J

Journalism, 115

L

Labs, Computer, 92
Labs, Tutorial, 94
Last will and Testament of Dr. Mary Mcleod Bethune, 15
Law, Pre, 307
Learning Outcomes, Institutional, 18
Legal Training. *See* Political Science
Legal, Privacy Rights, 70
Library/Learning Resources Center, 96
Loan Programs, 47
Location of University (The Campus), 4
Lodging Management. *See* Hospitality Management

M

Mass Communications Department, 114
Mathematics Department, 296
Medicine, Pre, 262
Mid-Eastern Athletic Conference (MEAC) Philosophy, 56
Mid-Year Dismissals, 78
Mission, University, 17
Modern Languages
  French, 127
  German, 128
  Greek, 129
  Spanish, 129
Modern Languages Department, 125
Music Department, 130
Music Education, 241

N

National Association of Black Journalists, 125
Non Degree Students, 28
Notices. *See* "The University Catalog"
Nursing School, 245

O

Off-Campus Housing, 52
Officers of the Administration, 361
On-Campus Housing, 51
Optometry, Pre, 262
Organizations, Student, 57
Orientation, New Students and Freshmen, 53

P

P.E Recreation (Concentration), 223
Parental Refund Authorization Form, 39
Past Due Balance Collection, 39
Payment Methods, 34
Philosophy. See Religion and Philosophy
Physical Education Department, 216
Physics, Area, 303
Political Science Department, 329
Practice Teaching. *See* Student Teaching

Pre-Chiropractic, 262
Pre-Dentistry, 262
Pre-Engineering, 262
Pre-Law, 312
Pre-Proffesional Programs, 262
President's Statement of Philosophy. See History of the University
Probation and Dismissal Record, 79
Probation, Academic, 78
Professional Studies (formerly Continuing Education, 354
Professors Emeriti, 375
Property, Intellectual, 81
Psychology Department, 335
Public Administration, 330

Q

Qualified Disabled Persons, 25

R

Radio and Television (Broadcast Technology Production), 115
Readmission, 27
Readmission after Dismissal, 79
Readmission of Former Students, 27
Records, Student, 70
Refund of Credit Balances, 38
Refund Policy, 35
Refund, Parental Authorization Form, 39
Registration, 29
Regulations, Academic, 65
Regulations, General, 51
Release of Diplomas, 81
Religion, Philosophy, and Humanities Department, 141
Religious Activities, 54
Requirements for Student Teaching, 201
Requirements for the Bachelor's Degree, (Graduation Requirements), 80
Requirements, Graduation, 80
Research, 88
Reserve Officer Training (ROTC), 344
Residence Life (Dormitory Life), 52
Residence Rules, 52
Residential Life, 52
Resource Center (Library), 63
Responsibility, Student, 51
Room, Food (Cost/Expense), 33
ROTC
  Air Force, 344
  Air Force Scholarship, 344
  Army, 347
  Scholarship Benefits, 348

S

SAT (Scholastic Aptitude Test), 95
Satisfactory Performance Standards, 41
Satisfactory Progress, 79
Scholarships, 45
Scholarships and Grants, 42
Schools
  Arts and Humanities, 105
  Business, 164
  Education, 197
  Nursing, 245
  Science, Engineering, and Mathematics, 260
  Social Sciences, 306
Secondary Education
  Business Education, 235
Semester Hours (Unit of Credit), 71
Semesters, 74
Senior Research Paper, A Graduation Requirement, 80
Senior Seminar, 66
Seniors, 80
Sexual Harassment, 20
Social Responsibility, 85
Social Sciences School, 306
Social Studies Education, 243
Social Work, 339
Sociology Department, 339
Sororities (Student Organizations), 58
Specific Learning Disabilities (ESE), 211
Speech/Theatre/Visual Arts Department, 149
Spiritual Growth and Development, 18

Statements, Billing, 39
Student
Support Services, 96
Affairs Division, 51
employment, 46
Government Association, 58
grade appeal, 73
Institutional Student Learning Outcomes, 18
records and information, 70
regulations, 51
residential life, 52
responsibility, 51
Teaching, 201
Student Accounts, 33
Student Employment Programs, 46
Student Teaching Requirements, 201
Study Abroad.
Substitutions, Course, 76
Summer Session A, B, 74
Summer Sessions, 36
Superior Achievement Recognition, Honors Program, 95
Support Services for Student Athletes:, 96
Suspension for Cause, (Discipline), 78
Syllabus/Outline, 66

T

Table of Contents, 3
Teacher Certification, School of Education, 200
Teacher Education Alliance, 201
Teacher Education Program, 198
Telephone Number, University, 2
Testing Office, 95
Theatre Arts, 151
Title IV Funds, 37
Transfer of Academic credit, 69
Transfer Students, 24
TRIO Program, 96
Tuition
Payment Plan, 34
Tuition Cost, 33
Tutorial Labs, 94

U

Undergraduate Catalog Selection, 80
Unit of Credit, Course Informtion, 71
University Address, 2
University Calendar, 6
University Phone Number, 2
University Policy on Academic/Research Honesty, 89

V

Values and Ethics, 18
Verification of Attendance, 65
Vertical Curriculum
Arts and Humanities
English, 112
Mass Comm., 117
Mass Comm. Electives, 118
Music Performance, 132
Music Technology, 133
Religion and Philosophy, 143
Speech Comm. Electives, 155
Speech Communication, 154
Business
Accounting, 170
Business Administration, 176
Business Electives, 171
Hospitality Management, 187
International Business, 194
Education
Biology Education, 236
Business Education, 238
Educational Studies
Biology Education, 227
Business Education, 228
Elementary Education, 229
English Education, 230
Exceptional Student Education, 231
Music Education, 232
Physical Education K-12, 233
Social Studies Education, 234
Elementary Education, 207
English Education, 240

Exceptional Student Education, 212
Music Education, 242
Physical Education K-12, 217
Physical Education/Recreation, 224
Social Science Education, 244
Nursing
Nursing, 254
Pre - Nursing, 253
Science, Engineering, and Mathematics
Biology, 265
Chemistry, 272
Computer Engineering, 282
Computer Information Systems, 288
Computer Science, 277
Integrated Environmental Sciences, 292
Mathematics, 298
Social Sciences
Criminal Justice, 313
Gerontology, 318
History, 322
International Studies/International Affairs, 327
Political Science, 331
Psychology, 336
Sociology, 341
Veterans Admission, 27
Voice of the Wildcat Newspaper, 58
Voice of the Wildcats, 125

W

Warning
academic probation, 78
dismissal, 78
WBCC Radio, 125
Withdrawal from the University, 35
WM&G TV, 125
Work Experience, Career Related, 60
Work Study Program, Student Employment, 46
WRWS-LPFM, 125

NOTES